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HOLLAND INDEPENDENT SCHOOL DISTRICT
CINDY GUNN, Superintendent
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School Attendance

Compulsory attendance is multi-faceted.

First, it is a state law that students must be in attendance at school. Your child's academic, fine arts, and athletic skills are hindered when he/she is not present at school. Most importantly, there is a direct correlation between academic growth for your child and a high rate of attendance. Our school funding is also affected by your student's attendance. Our school accountability rating is also affected by your child's attendance. For affirmation by the state our campus must meet the state set attendance rate.

Second, your child earns credit for courses at the secondary level. Education code states, "unless credit is awarded by the attendance committee, or regained in accordance with a principal's plan [see FEC], a student in any grade level from kindergarten through grade 12 may not be given credit or a final grade for a class unless the student is in attendance for at least 90 percent of the days the class is offered." (Education Code 25.092)

***Please note that is per course at the secondary, not just for 10:00 AM each day. Meeting the minimum 90 percent attendance rate in the 2016-2017 school year is one of the components that will be considered for promotion to the next grade.

Third, your child's absences are coded in our district information system as to the reason why he or she was absent. All attendance reports are turned into the state. A is used generally for those times you have kept your child home due to fever, cold, flu, stomach issues, and even a hospital stay.

G is used for something like a school field trip.

L is used for a UIL event absence.

F is used for attending a funeral.

M is used for medical absences under the following guidelines from the state:

A student not actually on campus at the time attendance is taken may be considered in attendance if the student is temporarily absent because of a documented appointment with a health care professional. To be considered temporarily absent, the student must begin classes or return to school on the same

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day of the appointment. The appointment should be supported by a document, such as a note from the health care professional. The appointment must be a face-to-face

consultation with a health care professional. A consultation over the phone or by video is not considered an appointment with a health care professional.

It is imperative that you get notes from doctor's offices when you take your child to the doctor. Likewise, it is important to send a note or documentation to school after your child has been absent for any reason. Of course, the most typical form of documentation will be a note from a medical office or a note from you stating why your child was out. Other examples of documentation are such things as paperwork from a court visit, a funeral bulletin, and paperwork from a hospital stay. If you have court visits please let us know. Those can fall under the same law as the medical appointments. Open communication as to reasons of absences can help your student and the school greatly.

We do utilize Saturday School to make up time and assignments when absences become too numerous. This is to meet a principal's plan, so that credit may be given. However, this does not change his or her attendance percentage.

Examples of what **to do**:

*Your child had a 10 a.m. orthodontist appointment. You bring your child to school after the appointment with a note from the doctor's office. Your child's code in the computer for that absence is marked as an M for medical. This code does not count against his/her absences for the 90% attendance law.

*Your child has the flu and is running fever for a few days. He/she is home for three days. During that time you take your child to the doctor. Upon return to school, you send a note for all three days of absences and the note from the doctor's visit. This is coded as an A. It does count against his/her necessary 90% attendance rate. However, this documentation keeps the absence from being marked as unexcused and keeps it from being counted toward truancy.

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Examples of what **not** to do:

*Your child has an orthodontist appointment for an hour during a school day. You do not bring your child to school at all that day. Your child brings the note from the orthodontist to school the next day. This absence is coded as an A. Thank you for sending the note to school; however, if the child had attended school part of the day, the absence could have been coded an M. The M would not count against the 90% minimum attendance requirement. Instead, the all-day absence counts against his/her 90% minimum attendance rate.

*Your child is home with fever. A note is never sent to the school. This absence is coded as unexcused. Therefore, it counts toward truancy as well as his/her 90% minimum attendance requirement.

Please sign this page acknowledging that you have spoken with Mrs. Smith or Coach Schlickeisen in person or by phone concerning attendance and received information about attendance laws and requirements at the secondary level.

I understand that my child's attendance at school every day is important to his/her school success and effects the decision made to allow promotion to the next grade or retention in the current grade. I understand that if my child does not meet the 90% attendance requirement he/she could be retained.

Printed Student Name: _____
Grade _____

Parent/Guardian Signature: _____
Date: _____

Student Signature: _____
Date: _____