

EXCUSED Absences

❖ Granted for:

- Illness or medical appointment with a parent's email/note (ONLY up to 10)
- Illness or medical appointments with a doctor's note (after # 10)
- Wedding, funeral and bereavement in the *immediate* family.
- Graduation, sacramental celebration or milestone ceremony of sibling, etc.
- College tours for Sophomores and Juniors (2 per year) and Seniors (4 per year) *letter confirming college visit required
- School-sponsored events such as field trips, sporting events, etc. will be coded as present.

❖ Parents are responsible for emailing the student's teacher(s) directly for homework requests. Requests must be made by 9:00 AM for the teacher to have the homework/books prepared by the end of the school day.

UNEXCUSED Absences

- ❖ Any absence after #10 that does not accompany a doctor's note
- ❖ Any elective absence such as a family vacation, sleeping in due to tiredness, etc.
 - No work will be provided in advance by the teacher, other than work provided in advance as normal for the entire class.
 - Teachers are not required to give make-up work or tests due to unexcused absence. Students are responsible for asking teachers about making up assignments once they return to school and must work with their teacher's expectation of when that work will be due.
 - A student with an UNEXCUSED absence beyond their 10th will receive a 0 (zero) on any missed assignments and assessments on the day of the absence.