

ATTENDANCE POLICY FOR UPPER SCHOOL COURSES:

Summer School courses are designed to cover a significant amount of material in a short period of time; therefore, it is imperative that students attend every class and be on time. Our attendance policy reflects the critical component of class attendance.

Students may miss no more than two days of a credit-bearing course for reasons other than illness. In the case of courses that are given in two or three weeks, only one day may be missed. **Please do not enroll your child in a credit-bearing course at the high school level if you expect him or her to be traveling to a sporting event, a cultural activity, or any other event that will require missing more than two days of school. This policy will not be waived.**

All students returning to school after an absence must go to the Summer School Programs office in Piggott Library with a note signed by a parent or guardian describing the nature and dates of the absence. They will then be given a re-entry slip. Failure to observe these procedures leads to absences being considered unapproved, which is the equivalent of an unexcused absence. This may have serious academic consequences. Two unexcused absences will normally lower a student's grade by a full letter (e.g., an A- becomes a B-, or a C+ becomes a D+). Three unexcused absences will result in failure of a six-week course. Two unexcused absences in a three- or four-week course will result in course failure.

Excessive unexcused tardiness is not acceptable and may result in serious academic consequences. Necessary absences and tardiness (for example, illness, medical/dental appointments, or funerals) will be approved. Prolonged illness (three days or more) will be considered by the director on a case-by-case basis. Absences or tardiness for such reasons as job interviews, driver's license exams, work, vacation trips, summer camp, errands, athletics, theatre performances, and the like, will not be approved.