

BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ATTENDANCE

ADOPTED: June 28, 2004

REVISED:

204. ATTENDANCE	
<p>1. Purpose</p>	<p>The Board requires that school-aged students enrolled in district schools attend school regularly, in accordance with state laws. The educational program offered by this district is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress.</p> <p>The regular contact of students with one another in the classroom and participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.</p>
<p>2. Authority SC 1301, 1302, 1327, 1329 Title 22 Sec. 11.11, 11.13, 11.23, 11.25, 11.41</p>	<p>Attendance shall be required of all students enrolled in district schools during the days and hours that school is in session, except that a principal or teacher may excuse a student for temporary absences when receiving satisfactory evidence of mental, physical, or other urgent conditions that may reasonably cause the student's absence.</p> <p>The Board considers the following conditions to constitute reasonable cause for absence from school:</p> <ol style="list-style-type: none"> 1. Illness. 2. Quarantine. 3. Recovery from accident. 4. Required court attendance. 5. Death in family. 6. Family educational trips. 7. Educational tours and trips.
<p>Title 22 Sec. 11.26</p>	

<p>Title 22 Sec. 11.22, 11.28 SC 1327, 1329 Pol. 115, 117, 118</p>	<p>Attendance need not always be within school facilities. A student will be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction or health care; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction.</p>
<p>Title 22 Sec 11.21</p>	<p>All absences occasioned by observance of the student's religion on a day approved by the Board as a religious holiday shall be excused, and no student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday.</p>
<p>SC 1546 Title 22 Sec. 11.21</p>	<p>The Board shall, upon written request of the parents/guardians, release from attendance a student participating in a religious instruction program acknowledged by the Board. Such instruction shall not require the child's absence from school for more than thirty-six (36) hours per school year, and its organizers must inform the Board of the child's attendance record. The Board shall not provide transportation to religious instruction.</p>
<p>Title 22 Sec. 11.23, 11.25</p>	<p>The Board will recognize other justifiable absences for part of the school day. These shall include medical or dental appointments, court appearance, and family emergency.</p> <p>The Board shall excuse the following students from the requirements of attendance at the schools of this district:</p>
<p>SC 1330</p>	<p>1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.</p>
<p>Title 22 Sec. 11.5, 11.32</p>	<p>2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught, except that such students and students attending college who are also enrolled part-time in the district schools shall be counted as being in attendance in this district.</p>
<p>SC 1327</p>	<p>3. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.</p>
<p>SC 1330</p>	<p>4. Students fifteen (15) years of age, and fourteen (14) years of age who have completed sixth grade, who are engaged in farm work or private domestic service under duly issued permits.</p>

<p>SC 1330</p>	<p>5. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.</p> <p>The Board may excuse the following students from the requirements of attendance at district schools:</p>
<p>Title 22 Sec. 11.22</p>	<p>1. Students receiving private instruction from a properly qualified tutor.</p>
<p>Title 22 Sec. 11.34</p>	<p>2. Homebound children unable to attend school on the recommendation of the school physician and the school psychologist or a psychiatrist.</p>
<p>SC 1327</p>	<p>3. Students enrolled in special schools conducted by the Berks County Intermediate Unit or the Department of Education.</p>
<p>SC 1332, 1333</p>	<p>The Board may report to appropriate authorities infractions of the law regarding the attendance of students below the age of seventeen (17). The Board shall issue notice to those parents/guardians who fail to comply with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.</p>
<p>3. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop procedures for the attendance of students which:</p>
<p>Title 22 Sec. 11.1, 11.2, 11.3</p>	<p>1. Ensure a school session that conforms with requirements of state regulations.</p>
<p>SC 1332, 1339</p>	<p>2. Govern the keeping of attendance records in accordance with state statutes.</p>
<p>SC 1333, 1338</p>	<p>3. Impose on truant students appropriate incremental disciplinary measures for infractions of school rules, but no penalty may have an irredeemably negative effect on the student's record beyond that which naturally follows absence from classroom learning experiences.</p> <p>4. Identify the habitual truant, investigate the causes of truant behavior, and consider modification of the student's educational program to meet particular needs and interests.</p> <p>5. Ensure that students legally absent have an opportunity to make up work.</p>

<p>SC 1333, 1338, 1354 Title 22 Sec. 11.24</p>	<p>6. Issue written notice to any parent/guardian who fails to comply with the compulsory attendance statute, within three (3) days of any proceeding brought under that statute. Such notice shall inform the parent/guardian of the date(s) the absence occurred, that the absence was unexcused and in violation of law, that the parent/guardian is being notified and informed of his/her liability under law for the absence of the student, and that further violation during the school term will be prosecuted without notice.</p>
<p>SC 510, 1318</p>	<p>Repeated infractions of Board policy requiring the attendance of enrolled students may constitute misconduct and disobedience to warrant the student's suspension or expulsion from the regular school program.</p> <p>It shall be the policy of the Board to consider the effectiveness and appropriateness to the student's needs of the educational program that is offered each child who habitually and repeatedly absent from such program.</p>
<p>Pol. 233</p>	<p>The Board authorizes the Superintendent to suspend a student from a particular class or from school in accordance with the policies of the Board, if sincere efforts by the staff and parents/guardians cannot rectify the pattern of absence. The Superintendent is authorized to establish the criteria to implement this policy.</p>
<p>4. Guidelines</p>	<p><u>Loss of Credit</u></p> <p>To receive credit for a year's course work, a student shall be in attendance at least 162 days. Any absences incurred due to the reasons below will be considered exempt from the 162 day policy:</p> <ol style="list-style-type: none"> 1. Written excuse from doctor or dentist. 2. Previously approved doctor or dental appointment. 3. Other professional services, at the discretion of the administration. 4. School authorized field trips or activities. 5. Athletic events. 6. Approved educational travel. 7. Suspension from school. 8. Personal bereavement.

<p>School Code 510, 1301, 1302, 1318, 1327, 1329, 1330, 1332, 1333, 1338, 1339, 1354, 1546</p> <p>PA Code Title 22 Sec. 11.1, 11.2, 11.3, 11.5, 11.11, 11.13, 11.21, 11.22, 11.23, 11.24, 11.25, 11.28, 11.32, 11.34, 11.41</p> <p>Board Policy 115, 117, 118</p>	<p>9. Religious holidays.</p> <p>10. Other, at the discretion of the administration.</p> <p>Non-exempt absences are those which are followed by an excuse written by a parent/guardian. Illegal absences are those for which a student has been unable to verify his/her whereabouts on a particular day and/or does not return the excuse blank to school within three (3) days from the absence. Any absence determined to be illegal or unexcused will be considered as truancy and may be forwarded to the office of the District Justice. Illegal, unexcused and non-exempt absence will count towards the 162 day policy.</p> <p><u>Family Educational Trips</u></p> <p>Students may be excused from school attendance to participate in an educational trip. Requests from parents/guardians for educational travel must be submitted to and approved by the principal and Superintendent <i>ten (10) days prior to the trip.</i></p>
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