



2017-2018 ATTENDANCE AGREEMENT

Title I School

ATTENDANCE

Students shall be counted in attendance if they are actually present at school at the time the attendance is taken or are away from school on a school day and engaged in an educational activity that constitutes a part of the school-approved instructional program for the student (Section 1003.23, Florida Statutes).

ATTENDANCE STANDARD

All students are expected to be **on time** and **present** each day school is open during the school year.

EXPECTATIONS

1. Absences

- a. All appointments should be scheduled outside of the school day.
- b. If a student is absent more than 9 days, in a course each semester, they may be denied that semester course credit and have to repeat that semester of that course.
- c. Documentation is very important!
 - i. Absences require a note/documentation turned into the Athletic/Attendance Office for documentation. **However, ONLY medical or legal documentation will be entered as excused in the system.**
 - ii. Anything above 9 days absent will require medical or legal documentation for the absences, otherwise credit may be denied.
 - iii. Excessive absences also will result in driver's licenses being revoked from the State.

2. Tardiness

- a. Three tardies to a class will equal one day absent from a class.
- b. Excessive tardies do count against course credit denial.

CREDIT DENIAL PROCESS

At the end of each semester, attendance will be evaluated by the Attendance Office. If a student exceeded 9 absences and does not have medical or legal documentation to support the absences, students and parents will be notified of the credit denial within 30 days. Students and Parents will have the opportunity to have a hearing in front of the Credit Denial Committee to review their specific case within 30 days.

If you have any attendance related questions, please contact the Attendance Office.

I have read and understand the 2017-2018 Attendance Agreement.

Student Signature

Parent Signature