

## **STUDENT ATTENDANCE**

For a student to most effectively gain maximum educational benefits at the secondary level, regular classroom participation, continuity of instruction, in school learning experiences and disciplined study are necessary. Jonesport-Beals High School recognizes the close relationship between quality education and regular school attendance. To fulfill curriculum requirements, such attendance is the responsibility of the parents.

For the purposes of this policy, “parent” means parent(s), regardless of divorce or separation; a legal guardian; or individual acting as a parent or guardian, unless there is evidence of a state law or court order governing such matters as divorce, separation or custody or a legally binding instrument that specifically revokes such rights.

A. Teachers will report all absences.

B. Excuses will be required for all absences. These may be:

1. A note from the parents brought in before the absence.
2. A parental phone call to the school office (497-5454).
3. A note or appointment card from a physician.
4. A parent’s appearance with the student when they return following the absence.
5. For those students without home phones, a note from a parent on the morning they return following the absence.

C. Unexcused absences:

Any student absent without excuse is truant. Students absent without excuse for seven (7) days or ten half days in a six-month period, will be considered habitual truants. Letters will be sent to parents, and students’ names will be brought to the attention of the Superintendent of Schools, for possible violation of Maine school law. Loss of grade work may also result.

D. Excusable absences:

Excusable absences are personal illness, an appointment with a health professional that must be made during the regular school day, observance of a recognized religious holiday when the observance is required during the regular school day, a family emergency, or a planned absence for a personal or educational purpose, which has been approved in advance by the Principal.

E. Non-excusable absences:

Some examples of unexcused absences are shopping trips, missing the bus, babysitting, automobile breakdown, etc. Make-up and grading of school work or tests missed by unexcused absences, fewer than seven (7) days per a six-month period, will be at the discretion of the Principal.

- F. The MCSD administration reserves the right to deny credit for courses taken, if the number of absences during a school year is deemed excessive. A conference with the parent will be held if it appears a student is in danger of having an excessive number of absences.
- G. Information required to be maintained on truant pupils:
  - 1. Dates of truancy
  - 2. Contacts with Parent
  - 3. Conferences/excuses by Truant/Parent
  - 4. Information from Teachers or School Personnel, as appropriate
- H. The Principal is to exercise alertness to potential truants and to immediately establish contact with the home and Superintendent for ways to re-establish regular attendance at school.

DATE ADOPTED: JULY 1, 2003

DATE REVISED: JUNE 3, 2026