



## NEW ATTENDANCE INFORMATION

- The Vacation & Excused codes will no longer be used
- Vacation days are included in the (9) written/verbal parent notes
- Thresholds will be set to allow only (9) written/verbal parent notes
- Check-in and check-outs are tardies and will be visible on the main attendance screen
- One (1) DMV code is allowed (driver's permit, boaters license)
- All absences are defaulted to unexcused and will remain unexcused until an excuse is received by the office (parent or doctor note)
- Teachers no longer collect the notes for absences- all excuses are collected by the office. Students should place excuses in the attendance box in the cafeteria before being dismissed to homeroom or bring them to the office.
- Parents can email excuses to the attendance secretary at [akorhonen@bcbe.org](mailto:akorhonen@bcbe.org)
- First suspensions are excused except drug offenses
- Second and subsequent suspensions are unexcused

Every School Day Counts! We will be rewarding students for perfect attendance throughout the year. Attendance is necessary for success in both school and the work force.