



## BALDWIN COUNTY PUBLIC SCHOOLS

*Building Excellence*

The Baldwin County Public School System is committed to the provision of excellent educational opportunities for all students. For students to take advantage of these opportunities, it is essential that students attend school on a regular basis. Daily attendance is monitored by each school so that both parents and educators can work together to ensure compliance with the district's attendance policy.

The Baldwin County Public Schools website contains information about attendance. You can view this information by going to [www.bcbe.org](http://www.bcbe.org), click on New Families, click on 2019-2020 Handbook, and scroll down to the sections entitled *Early Warning Truancy Notice* and *Parental Notification of Early Warning Truancy Prevention Program*.

Excused absences will be permitted for the following reasons:

- ✓ Personal illness
- ✓ Hospitalization
- ✓ Death in the family
- ✓ Court subpoena
- ✓ Religious holidays
- ✓ Emergencies conditions approved by the principal
- ✓ Prior permission of the principal upon request of the parent or legal guardian

Documentation supporting an excused absence must be submitted no later than three school days following the child's return to school or the absence will be deemed to be unexcused. Excessive unexcused absences may result in a loss of academic credit at the high school level and the possibility of retention in grades K-8. At all grade levels, unexcused absences will result in no opportunity to make-up missed work. Excessive unexcused absences will also result in a referral to the Early Warning Truancy Program.

### **Elementary and Middle School Students**

- ✓ A student may not exceed nine (9) unexcused absences per class per academic year.
- ✓ If a student misses more than half of a school day, a full absence will be accumulated (11:30).
- ✓ A student and a student's parent or guardian shall be given written notice when a student acquires two (2) unexcused absences. A student who does not provide a valid excuse for days absent will be prohibited from making-up work missed due to the absence.
- ✓ The student can be retained if unexcused absences exceed nine (9) unexcused absences per year.
- ✓ If the maximum number of unexcused absences is exceeded, the student and parent/guardian may petition the Attendance Committee for review of the reasons for the absences.