

Q: What if I disagree with the school?

A: If you feel your child’s circumstances warrant additional consideration before making up class time, talk with your child’s Assistant Principal about the campus attendance appeals process.

Q: What is an excused absence?

A: Excused absences are not viewed as days a student is entitled to take. Excused absences include, but are not limited to, personal illness, funeral/memorial, quarantine or weather or road conditions that make travel dangerous.

Q: What is an unexcused absence?

A: An unexcused absence is any absence that does not meet the definition of an excused absence (example: personal business, vacation).



ATTENDANCE/DROPOUT
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Attendance

Frequently Asked Questions:

Division of School Improvement
Department of Student Support Services
Attendance/Dropout Prevention Team



Este folleto tiene respuestas a muchas preguntas acerca de evitar ausencias a la escuela. El folleto está disponible en español en cualquier escuela del distrito de Leander.

Q: What do I do when my child is absent from school?

A: Please send a signed note with your child to school as soon as he/she returns.

All student absences must be verified in writing by a parent. Written verification of the absence must be received by the school within two (2) days of a student's return to school. It is best to submit a hand-written note directly to the attendance office.

However, a faxed copy of a parent's note or a scanned and emailed copy of a parent's note is acceptable. Both faxed and emailed notes must have an original parent's signature (not a typed, cursive font).

All Notes Should Include:

- Student's full legal name
- Student ID#
- Grade
- Date(s) of absence
- Reason for absence
- Parent signature (not a typed cursive font)
- Parent phone number
- Current date

las notas son aceptadas en ingles o español

Sample Note:

5/13/2014

Samuel Jones
ID#123456
9th grade

Samuel was absent from school on
5/12/2014 because he was sick.

Janie Jones
Janie Jones

Keys to Success!

Regular and punctual attendance is the greatest single factor in school success. Texas Compulsory Attendance Law requires students to attend school regularly, unless otherwise exempted by law. It is the responsibility of the parent and student to cooperate and communicate with the school on all attendance matters.



The key to high school graduation is regular school attendance and parental involvement!

How can parents help?

- Make education a family priority
- Build your child's self-confidence as a student by recognizing when he or she does well in school
- Help your child develop great study and work habits
- Schedule a daily period of home study time
- Help with homework when needed
- Help your child develop and achieve academic goals
- Communicate regularly with your child's teachers and school staff
- Get to know your child's friends and classmates
- Find ways to discuss issues, subjects and course materials covered at school

School Attendance is Important!

Q: What are the Texas Attendance Laws?

A: Section 25.085 of the Texas Education codes states:

...A child who is at least 6 years of age, or who is younger than 6 years of age and has previously been enrolled in 1st grade, and who has not yet reached the child's 19th birthday shall attend school.

Q. What constitutes a truancy offense?

A: Section 25.093 of the Texas Education Code and Section 65.003 (a) of the Family codes states:

Truancy:

(a) An individual commits an offense if the individual:

- (1) Is required to attend school under Section 25.085; and
- (2) Fails to attend school on ten (10) or more days or parts of days within a six month period in the same school year.

Q: What is the 90% Rule?

A: Texas Education Code Section 25.092 states, "a student may not be given credit for a class unless the student is in attendance for at least 90 percent of the days the class is offered."

Therefore, students will need to make-up class time missed due to excessive absences. Even if your child has excused absences, she/he may be asked to make-up class time to earn credit for missed classes.

"Every absence, in any grade – excused or not – can impact a child's academic achievement. As early as 6th grade, missing 18 or more days of school in a year puts a child's high school graduation at-risk. Missing just two days every month of the school year can allow a child to fall behind, increasing the likelihood of dropping out."

-National Ad Counsel