

## **BARNSTEAD SCHOOL DISTRICT Student Attendance**

It is the policy of the Barnstead School Board that all pupils will be in regular attendance for the 180 days of school scheduled each school year. There are two significant reasons for this policy:

1. State Law on Attendance: RSA 193
2. Quality of Learning:

The learning process is a very complex one which demands the maximum participation by the student as well as the maximum observation of the student by the teacher. When a student is absent, the flow of learning is interrupted and the ability of the teacher to observe, evaluate and individualize the program for the student's specific needs is seriously disrupted. Educational research shows very clearly that the quality of instruction depends significantly on continuity of instruction. Whenever the pupil or the teacher is absent, quality of instruction is adversely affected.

It is recognized that absence from school may be necessary under certain conditions. However, every effort should be made by students, parents, teachers, and administrators to keep absences and tardiness to a minimum.

Students who are absent for the following reasons will be allowed to make up work for credit: medical and dental appointments, court summons, family emergencies, dangerous weather conditions (parental judgment), pre-planned education trips, illness, and other reasons that the administration may accept, after parental conference. All other absence will be unexcused. Absences shall be monitored by calls to the home.

On the day he/she returns to school the student must present the school a dated note stating dates of absence, reasons for absence and home telephone number. If such a note is not presented on the day of return from an absence, students will not be allowed into class until the absence has been verified through a phone call to the parent or guardian. Medical absences of over five (5) days will require a medical practitioner's note.

An adequate and comprehensive system of attendance records will be maintained for each student. Each teacher is responsible for accurate reporting of daily attendance in his/her classroom. The building principal is responsible for submitting attendance information to the Superintendent's office.

If a student is absent from school for more than five (5) days during a quarter, or eight (8) days for the semester, it will be the responsibility of the principal to contact the parent regarding the detrimental effects of school absence on learning. The Superintendent will be notified if absences exceed eight (8) days during a quarter or twelve (12) days during a semester.

When excessive absence continues after notification by the administration, (18 accumulated absences) students and their parents/guardians will be required to meet with the Superintendent of Schools to discuss the circumstances for the extended absences. The Superintendent will present to the School Board the circumstances which caused the extended absences. The School Board may elect to meet with the parents/guardians to discuss whether credit for the academic year will be granted. If the parents/guardians wish to have the requirement to meet with the Board waived, they must submit a letter to the Superintendent and the Principal setting forth the specific information they wish to have the Board consider in determining whether credit for the academic year will be granted; this letter must be sent to the Superintendent and the Principal within five (5) days of receipt of notification of the eighteenth absence.

(Proposed: 08/04/87)

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