

## **Student Handbook / Attendance (pages 18 & 19):**

### **ABSENCE AS IT AFFECTS CO-CURRICULAR PARTICIPATION:**

Participants and managers must be present for the entire day (all classes) in order to participate in any co-curricular event/program after school or in the evening, unless a valid doctor/dentist appointment card is presented and the principal or his/her designee has excused the student.

[Board policy 5200 - Attendance.](#)

### **ABSENCE NOTIFICATION:**

Parents must call their child's school by 8:30 a.m. the day of the absence to report that the child will not be in school. A phone message from parent before business hours will also be accepted. If a phone call is not received, school personnel will attempt to contact parents. If parents cannot be reached, the student will be marked with an unexcused absence. If no parent contact has been made the day of the absence, a written or verbal statement stating the reason for the absence is required the day the student returns to school or the absence will remain unexcused. If the parent has not contacted the school regarding an absence within two-school days, the unexcused absence will remain on the records, and will not be changed. The District reserves the right to verify such statements and to investigate the cause of each. [Board policy 5200 - Attendance.](#)

### **TRUANCY:**

Students who are not in attendance as per §118.15 will be referred for habitual truancy to the appropriate authority. The Board of Education recognizes the obligation to educate the students in the School District of Ashland and the School District of Ashland - Revised 6/2017 19 Student / Parent Handbook - BOE Approved 6/26/17 District is ready, willing, and able to do so when the student chooses to return. An eligible student shall be exempt from school attendance if his parents petition the Board of Education for attendance exemption based upon a health deferment prepared by a medical doctor licensed to practice in the State of Wisconsin. A student will be considered truant if he or she is absent part or all of one or more days from school during which the school has not been notified of the acceptable reason of such absence by the parent/guardian of the absent student. A student will also be considered truant if he or she has been absent intermittently for the purpose of defeating the intent of the Wisconsin compulsory attendance statute. A student is considered a habitual truant if he/she is absent from school without an acceptable excuse for part or all of five or more days on which school is held during a school semester or as described in [Board policy 5200 - Attendance.](#)

### **LATE ARRIVAL TO SCHOOL:**

Students arriving late to school must report to the school office. The student will be subject to the guidelines of tardy or truancy policies.