

Alta High School  
Attendance Policy Changes and Updates

For next year (the 2017-18 school year and beyond), there are some important changes and updates to Alta's attendance policy that you and your parents/guardians need to know.

### Basic Background Information

- **School attendance is one of the best predictors of academic success.** Those who miss the most class periods are at risk for less learning, lower grades, and a lower graduation rate. **Even missing just 2 classes per quarter is missing 10% of your time in that class.**
- Students who are enrolled are required by law to be in attendance.
- Unless otherwise excused, students should be in class and on time.
- Students may accumulate up to 4 marks (A, G, T, W) in any class per quarter without penalty. On the 5<sup>th</sup> mark and beyond, they must make them up to earn credit in the class.
- Previously, students who reached the NG level in a class because of excessive absences or tardies had only one opportunity to make-up the credit: Hawk Study Hall.

### Purpose for the Changes

- Alta High School's previous attendance policy allowed parents/guardians to excuse students for *more reasons* than are required by state law.
- These excessive excusals have had negative impacts on student learning, grades, etc. and also on the workloads of office staff and teachers.
- Hawk Study Hall did not always provide the best opportunity for students to make-up what they had missed or to learn/change their behavior.

### Important Changes and Updates

- A written note from a doctor/dentist or from a major family event (wedding, funeral, etc.) will result in an Excused (E) absence that **does not contribute** to the excessive absence/no grade (NG) policy.
- Any other student absence that needs to be excused by a parent/guardian will result in a Guardian (G) absence that **will contribute** to the excessive absence/no grade (NG) policy. The (G) code will still allow students to make up work missed in a given class.
- The G code may NOT be used to check students in late to 1<sup>st</sup> and 5<sup>th</sup> period classes. Students should report to class when they can and will receive a T (Tardy) or W (Way Tardy) code. These **will contribute** to the excessive absence/no grade (NG) policy.
- Students will have multiple options available to make-up excessive absences and tardies in a class that reaches the NG (No Credit) limit of 5 or more in a class within a quarter:
  1. *Hawk Study Hall*—same format as last year. However, work from the class in which the NG was earned will be worked on during this time. A computer lab will be available for selected study hall sessions next year so students can complete work requiring internet access.
  2. *Utilizing morning engagement time* in the class you have missed time in (see policy).
  3. *Perfect attendance* for 10 consecutive school days (see details in policy).
  4. *Increase in Academic Grade* (see details in policy).
  5. *Volunteer Service* (see details in policy).

Should parents/guardians have concerns regarding extenuating circumstances related to health, short-term illness, or long term sickness that result in a student exceeding the allowed number of absences, please reach out to your student's counselor or assistant principal to determine the best course of action.