



ATTENDANCE POLICY

Seton Catholic School recognizes that regular attendance at school is important to student growth, development, social and academic progress, and readiness to learn. Seton is committed to providing a school environment that enforces the compulsory attendance law through proactive cooperation among students, parents, administrators, teachers, district judges, juvenile probation, and the Office of Children and Youth.

Seton Catholic School is responsible for monitoring and maintaining records of the attendance of students. All absences will be treated as unexcused until a written excuse explaining the reason(s) for an absence is received.

Absences/tardiness is considered excused when a student is prevented from attendance for mental, physical illness, family emergency, death of a family member, medical or dental appointments, authorized school activities, and educational travel of 5 or fewer days. Parents must apply in writing for advance permission from the principal for a child to miss school for educational travel. These days count toward the ten days absent without a doctor's excuse. In addition, lawful absences include student attendance at court hearings related to the student's involvement with the Office of Children and Youth or juvenile probation. It is the responsibility of Seton Catholic School to determine the validity of all excuses.

Cumulative Lawful Absences

A maximum of ten days of cumulative lawful absences verified by parental notification are permitted during a school year. All absences beyond ten cumulative days require an excuse from a physician.

Unlawful absences

Absences for which the school has not received a written excuse from the parent/guardian. If an excuse is not received within three days of the absence, the absence is permanently counted as unlawful.

Truancy

A student is considered truant when he/she is absent for three or more days without a valid excuse. After three unexcused absences, the truant officer for Crawford Central Schools and Children and Youth Services will be contacted. The truant officer will issue fines if deemed necessary. The public school district is responsible for enforcing the State's compulsory attendance laws.

Tardiness

Students are considered tardy if they are not in their classrooms by 8:10 a.m. Tardy students must obtain a tardy slip from the office before going to their classrooms. Tardiness due to bus delays is not counted against the student; however, the student must report to the office to let staff know of their arrival.

Consequences for Unexcused Tardiness

After the child has been considered tardy three times except for the exceptions previously listed, he/she must stay for detention to make-up-missed work. For every 300 total minutes that a child is late due to tardiness that is not excused, one unexcused absence will be assessed.

We want every child to succeed in school. If a child is not here, they are missing valuable information and instruction. Please have your child here on time every day.