



STONE VALLEY COMMUNITY CHARTER SCHOOL

Address:
13006 Greenwood Road
Huntingdon, PA 16652

Phone; (814) 667-2705
E-mail: admin@svccs.net

POLICY OF THE BOARD OF TRUSTEES

Title: Attendance, Excusals and Truancy

Policy Number: 204

Adopted: September 8, 2016

Revised:

PURPOSE

The Board requires that school age students enrolled in the Charter School attend school regularly, in accordance with state laws. The educational program offered by the Charter School is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress.

AUTHORITY

22 PA Code 11.1-3

Attendance shall be required of all students enrolled in the Charter School during the days and hours that school is in session, except that the Director of Education may excuse a student for temporary absences when receiving satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence. Urgent reasons shall be strictly construed and do not permit irregular attendance.

DEFINITIONS

The Board considers the following conditions to constitute reasonable cause for absence from school:

1. Illness.
2. Quarantine.
3. Recovery from accident.
4. Required court attendance.
5. Death in family.
6. Family educational trips.
7. Educational tours and trips.

Absences shall be treated as unlawful until the Charter School receives a written excuse explaining the absence, to be submitted within three (3) days of the absence.

The Director of Education may report, to appropriate authorities, infractions of the law regarding the attendance of student. The Board shall issue notice to those parents/guardians who fail to comply with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.

Attendance need not always be within school facilities. A student will be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, or the student is receiving approved homebound instruction.

All absences occasioned by observance of the student's religion on a day approved by the Director of Education as a religious holiday shall be excused. A penalty shall not be attached to an absence for a religious holiday.

The Director of Education shall, upon written request of the parents/guardians, release from attendance a student participating in a religious instruction program acknowledged by the Board. Such instruction shall not require the child's absence from school for more than thirty-six (36) hours per school year, and its organizers must inform the Board of the child's attendance record. The Board shall not provide transportation to religious instruction. A penalty shall not be attached to an absence for religious instruction.

The Director of Education shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event.

The Director of Education will recognize other justifiable absences for part of the school day. These shall include medical or dental appointments, court appearances, family emergencies, and/or other urgent reasons.

DELEGATION OF RESPONSIBILITY

The Director of Education or designee shall develop procedures for the attendance of students which:

1. Ensure a school session that conforms with requirements of state regulations.
2. Govern the keeping of attendance records in accordance with state statutes.
3. Distribute annually to staff, students, and parents/guardians policies and school rules and regulations governing student attendance, absences and excusals.
4. Impose on truant students appropriate incremental disciplinary measures for infractions of school rules, but no penalty may have an irredeemably negative effect on the student's record beyond that which naturally follows absence from classroom learning experiences.
5. Identify the habitual truant, investigate the causes of truant behavior, and

consider modification of the student's educational program to meet particular needs and interests.

6. Ensure that students legally absent have an opportunity to make up work.
7. Issue written notice to any parent/guardian who fails to comply with the compulsory attendance statute, within three (3) days of any proceeding brought under that statute. Such notice shall inform the parent/guardian of the date(s) the absence occurred, that the absence was unexcused and in violation of law, that the parent/guardian is being notified and informed of his/her liability under law for the absence of the student, and that further violation during the school term will be prosecuted without notice.

Repeated infractions of Board policy requiring the attendance of enrolled students may constitute misconduct and disobedience to warrant the student's suspension or expulsion from the regular school program.

GUIDELINES

The Director of Education shall excuse, on certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance from the requirements of attendance at the Charter School:

The Director of Education may excuse the following students from the requirements of attendance at the Charter School:

1. Students receiving tutorial instruction in a field not offered in the Charter School's curricula from a properly qualified tutor approved by the Director of Education, when the excusal does not interfere with the student's regular program of studies.
2. Homebound children unable to attend school on the recommendation of the school physician and the school psychologist or a psychiatrist and approval of the Secretary of Education.
3. Students enrolled in special schools conducted by the Tuscarora Intermediate Unit or the Department of Education.

Educational Tours and Trips

The Director of Education may excuse a student from school attendance to participate in an educational tour or trip not sponsored by the Charter School if the following conditions are met:

1. The parent/guardian submits a written request for excusal prior to the absence.
2. The student's participation has been approved by the Director of Education or designee.
3. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Director of Education.

The Director of Education may limit the number and duration of tours or trips for which excused absences may be granted to a student during the school term.

President—Board of Trustees

Secretary—Board of Trustees

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