

Attendance Policy

Students are expected to attend all assigned classes each day. Teachers shall keep a record of absence and tardiness. Before the end of the school day, each school shall attempt to contact every parent, guardian, or custodian whose child is absent from school but who has not reported the child as absent for the school day, to determine whether the parent, guardian, or custodian is aware of the child's absence from school.

In order to graduate from the Kamiah School District, a student must complete 46 (forty-six) credits. Completion of a course at Kamiah High School will be defined as sixty percent (60%) mastery of the material and attendance to include not more than eight (8) absences per semester. A student will be allowed eight (8) absences per class, per semester. Any absence beyond that number may mean a loss of credit in those subjects missed. This attendance criterion is based on the theory that prompt and regular attendance in school is the beginning of dependability in adult business, personal, and social life. Furthermore, regular attendance is important, because valuable skills and information gained in the classroom may or may not show up on tests or be reflected in an academic grade. The general welfare of all students is best served by regular attendance.

Excused Absences

The following are valid excuses for absence and tardiness. Missed work assignments and activities may be made up in the manner provided by the teacher. A student shall be allowed one (1) makeup day for each day of absence.

1. Participation in school-approved activity - To be excused, this absence must be authorized by a staff member and the affected teacher(s) must be notified prior to the absence, unless it is clearly impossible to do so.
2. Absence caused by illness, health condition, or family emergency - When possible, the parent is expected to notify the school office on the morning of the absence and send a signed note of explanation with the student upon his/her return to school. "Emergency" shall be defined as unforeseen and unexpected circumstances which create an air of crisis or extreme need. Such circumstances must present a grave and clear danger which could result in irremediable harm or immediate disaster.
3. Absence for parental-approved activities - This category of absence shall be counted as excused for purposes agreed upon by the principal and the parent. An absence may not be approved if it causes a serious adverse effect on the student's educational progress. In participation-type classes (e.g., certain music and physical education classes), the student may not be able to achieve the objectives of the unit of instruction as a result of absence from class. In such a case, a parent-approved absence would have an adverse effect on the student's educational progress, which would ultimately be reflected in the grade for such a course. Students will be allowed a maximum of 8 pre-arranged parental-approved absences per

semester. Additional requests of pre-arranged parental-approved absences will be approved on a case-by-case basis by the district superintendent.

4. Absence resulting from disciplinary actions or short-term suspension - Students who are removed from a class or classes as a disciplinary measure, or students who have been placed on short-term suspension, shall have the right to make up assignments or exams missed during time they were denied entry to the classroom.

5. Excused absence for chronic health condition - Students with a chronic health condition which interrupts regular attendance may qualify for placement in a limited attendance and participation program. The student and his/her parents shall apply to the principal or counselor, and a limited program shall be written following the advice and recommendations of the student's medical advisor. The recommended limited program shall be approved by the principal. Staff shall be informed of the student's needs, though the confidentiality of medical information shall be respected at the parent's request. Absence verified by a medical practitioner may be sufficient justification for home instruction. If a student's absences due to chronic health conditions are impacting academic performance, the building principal may meet with parents to discuss possible alternatives to face-to-face instruction to include possible home-bound instruction, online learning, etc.

Unexcused Absences

Any absence not defined as excused shall be considered unexcused or truant.

Procedures to address absences

1. After five (5) absences from school/class, a letter will be sent to the student's home, indicating the school policy and the number of days missed.
2. After seven (7) absences, another letter will be sent, indicating the severity of the situation and explaining in detail the alternatives for non-compliance.
3. After going over the eighth 8th absence, the student will receive a letter stating that credit may be withheld. That student, with parental accompaniment, must appear before the Attendance Committee, consisting of the school principal, the guidance counselor, and those teachers whose classes the student has exceeded the allowable number of absences. The Attendance Committee will establish a plan and agreement for the student to regain credit based on absences. If the student fails to meet the criteria established in the plan, the student will automatically lose credit at the end of the plan. If the student and parents fail to appear before the Attendance Committee, the student will automatically lose credit.
4. Any decision to withhold credit can be appealed to the Superintendent and then to the Board.
5. The Superintendent will instruct the Clerk to inform the students' parents/guardians of the board decision.

6. Students who have exceeded 8 absences in one semester in any course are ineligible to participate in extracurricular activities. This decision can be appealed to the Superintendent and then to the School Board.

7. This policy supersedes all language found in student handbooks and previously created policies.

Legal Reference: Art. IX, § 9, Idaho Constitution – Compulsory Attendance at School

I.C. § 33-202 School attendance compulsory

I.C. § 33-204 Exemption for Cause

I.C. § 33-205 Denial of School Attendance

I.C. § 33-207 Proceedings against parents or guardians

Policy History:

Adopted on: 10/15/2012

Revised on: 10/18/2021