

WASHINGTON SCHOOL DISTRICT ATTENDANCE POLICY

Students under the age of 18 are required to attend school unless exempted by law. Parents have the responsibility to monitor regular school attendance for their children and to have them at school on time. Please contact the school by 10 AM any time your child will be absent. This includes absences for illness, travel, or family emergencies. Please remember that the fewer absences, the better children do in school. Exempt absences include:

- School Sponsored Activity – Involvement in a school sponsored activity is considered part of the educational experience.
- Educational Travel – Requires prior notification by parents and approval by school officials. Paperwork is available in the office or on the district website.
- Homebound – Illness or injury which causes absence in excess of five consecutive days will not be considered an absence if a homebound teacher is requested. Requires verification by a physician.
- Chronic Illness – absence due to a chronic illness. Requires prior notification and an individual attendance plan. Also requires verification by a physician.
- Court Detention – Absence due to required legal consequences. Must be verified.

WASHINGTON DISTRICT ABSENTEE PROCEDURES

5 absences (10 pts) – the school will contact parents by telephone, mail, or in person.

10 absences (20 pts) – a call will be made to parents; if necessary a meeting will be scheduled.

15 absences (30 pts)– Parents receive certified letter and conference appointment

20 absences (40 pts)– Information sent to Assistant Superintendent and a referral is made to DCFS & Juvenile Court for educational neglect.

If your child becomes ill at school, the office staff will contact the parent or emergency contact listed on the information card. For the safety of all children, the health department has listed the following conditions as reason for exclusion from school: undiagnosed rash, pink eye (conjunctivitis), Strep throat, Chicken pox, Impetigo, and head lice.

TARDIES

Some of the most important instructions for your child are given during the first hour of the day; please make every effort to have your child to school on time. Tardiness also affects the entire class because of the interruption created when the student arrives late. It also causes the teacher to spend extra time catching the student up. We do know that tardiness embarrasses students and may hamper school success. All late students must check in at the office before being admitted to class.

