

EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT

SECTION: PUPILS  
TITLE: ATTENDANCE  
ADOPTED: August 19, 2002  
REVISED: June 27, 2005  
August 21, 2006  
November 20, 2006  
October 15, 2007

204. ATTENDANCE

1. Purpose  
SC 1301, 1326  
1327  
Title 22  
Sec. 11.12, 11.13,  
11.41, 12.1  
Board Policy 200

The Board of Education requires that school-aged students enrolled in the schools of ~~theis-school~~ district attend school regularly, in accordance with the laws of the state laws. The educational program offered by this ~~school~~ district 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~~.

Philosophy

To be successful in today's society, a person needs to be educated. Attendance at school is a prerequisite to a successful education. Class attendance has a stronger impact on the student's academic progress than any other factor. Therefore, the district encourages all students to remain in school until graduation and urges students and parents/guardians to dedicate themselves to ensuring that students attend school.

~~The Board recognizes that if the parent(s)/guardian(s) will not insist that their child take advantage of the free educational opportunities offered, it becomes the duty of the school district and the state to require that attendance be enforced within the limits of the law.~~

2. Authority  
SC 1301, 1302,  
1327, 1329  
Title 22  
Sec. 11.8, 11.21,  
11.22, 11.23, 11.28  
Pol. 115, 117, 118  
SC 1546

The School Code requires student attendance from the time the child's parents/guardians elect to have the child enter school, which shall not e later than eight (8) years of age, until age seventeen (17). The district accepts the responsibility for enforcing the School Code and encouraging student attendance. Therefore, the district will develop procedures to encourage regular attendance and to prosecute violations to the compulsory attendance laws.

~~School officials are, for the purpose of meeting the attendance reporting requirements at the state and/or federal level(s), required to define excused, unexcused and unlawful absences.~~

23. Definitions

**Regular attendance** — ~~Attending school each day during which school is in session. Students are to attend all sessions unless properly excused by school authorities.~~

**Absence** – The nonattendance of a student on ~~those~~any day(s) and/or partial-day(s) school is in session.

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<p><del>22 Pa Code 11.13</del></p> <p>Title 22 Sec. 11.13</p>	<p><del><b>Beginner</b>—A child who enters a school district’s lowest elementary school grade that is above kindergarten.</del></p> <p><b>Compulsory School Age</b> – The period of a child’s life from the time the child enters school <del>as a beginner,</del> which may be no later than at the age of 8 years, until the age of 17 years or graduation from a high school, whichever occurs first.</p> <p><b>Truancy</b> – The failure of a child, <del>under the age of seventeen (17) and at minimum classified as a beginner, of compulsory school age</del> to attend school regularly as required by law, <del>without reasonable excuse (acceptable written statement) for his/her absence, excluding excused absences.</del></p> <p><del><b>Cumulative Absences</b>—Days of absence that contribute to the allotted number of days a student may be absent.</del></p> <p><b>Excused Absence</b> – The Board <u>of Education</u> considers the following urgent reasons to constitute reasonable cause for excusal from school attendance:</p> <ol style="list-style-type: none"> <li>1. Illness: <u>of student.</u></li> <li>2. Quarantine <u>of student.</u></li> <li>3. Recovery from accident <u>by student.</u></li> <li>4. Required court attendance <u>of student.</u></li> <li>5. Death in the <u>student’s family, limited to five (5) days per occurrence.</u></li> <li>6. Impassable/<u>hazardous</u> roads.</li> <li>7. Weather so inclement as to endanger the health of the <u>childstudent.</u></li> <li>8. Excused pursuant to a farm or domestic service emergency permit.</li> <li><del>9. Exceptionally urgent reasons such as affect the child, but which ordinarily would not include work at home.</del></li> </ol>
<p>22 Pa Code 11.23</p> <p>Title 22 Sec. 11.26 Board Policy 204.2</p>	<p><del>10-9.</del> To receive professional health care or therapy services rendered by Commonwealth licensed practitioners that are otherwise impractical or impossible to receive outside of school hours upon receipt of satisfactory evidence of such need.</p> <p><del>11-10.</del> _____ Pre-approved educational trips or tours in accordance with Policy 204.2.</p>

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<p><u>SC1546</u></p>	<p><del>12-11.</del> <u>Pre-approved college visits, for students in Grade 11 and 12, limited to five (5) days per year, upon receipt of satisfactory evidence of such visit.</u></p> <p><del>13-12.</del> <u>Suspensions from school.</u></p> <p><u>13. All absences occasioned by the observance of the student's religion on a day approved by the Board as a religious holiday shall be excused when requested. No student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test or any other schoolwork given on that day.</u></p> <p><u>14. Official religious holidays observed by the student's religious group. Religious instruction for a maximum of thirty-six (36) hours per year when requested in writing by the parents/guardians.</u></p> <p><u>15. Participation in school sponsored activities.</u></p>
<p><u>SC 1329</u> <u>Title 22</u> <u>Sec. 11.41</u></p>	<p><del>15-16.</del> <u>The Board 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.</u></p> <p><u>17. Exceptionally urgent reasons such as affect the student, but which ordinarily would not include work at home.</u></p>
<p>Title 22 Sec. 11.21</p>	<p><del>All absences occasioned by the observance of the student's religion on a day approved by the Board as a religious holiday shall be excused and no student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test or any other schoolwork given on that day.</del></p>
<p><u>Pol. 204.2</u></p>	<p><del>Absences shall be treated as unlawful until the school district receives a written excuse explaining the absence, which must be submitted within three (3) days after the absence.</del></p>
<p><u>SC 1329</u></p>	<p><u>Excuses</u></p> <p><u>The school district must receive a written excuse signed by a parent/guardian for any absence(s) within three (3) school days of one's return to school. The principal or designee will review the excuse to determine whether or not the absence is excused. If an excuse is not received within three (3) days, the absence will be recorded as unexcused and, when appropriate, unlawful. All unexcused absences shall be recorded as unlawful for students of compulsory school age.</u></p> <p><u>Students violating this policy shall be subject to disciplinary consequences as</u></p>

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<p>Title 22 Sec. 11.21</p> <p>SC 1546 Title 22 Sec. 11.21</p> <p><del>Pol. 118</del></p>	<p><u>outlined in the Code of Student Conduct and parents/students may be further subject to any penalties prescribed by law.</u></p> <p>The Board may excuse the following students from the requirements of attendance for other than temporary reasons at schools of the school district:</p> <ol style="list-style-type: none"><li>1. 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.</li><li>2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught, except that such students and students attending college who are also enrolled part-time in the schools of the school district shall be counted as being in attendance in this school district.</li><li>3. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business school has been approved.</li><li>4. Students fifteen (15) years of age, and fourteen (14) years of age who have completed sixth grade, who are engaged in farm work or private domestic service under duly issued permits.</li><li>5. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.</li><li>6. Students receiving private instruction from a properly qualified tutor.</li><li>7. Children unable to attend school on the recommendation of the school physician and the school psychologist or a psychiatrist and approval by the Secretary of Education.</li><li>8. Students enrolled in special schools conducted by an Intermediate Unit or the Department of Education.</li></ol> <p>Student absences due to employment are subject to the rules governing such absence as prescribed by the Child Labor Laws and the Pennsylvania Department of Education. In order for an eligible student to be released from attending school for reasons of full-time employment, s/he must show proof of having acquired a job of not less than thirty-five (35) hours per week.</p> <p><del>The Board may report to appropriate authorities infractions of the law regarding the attendance of students below the age of seventeen (17). The Board shall issue notice to those parents and guardians who fail to comply</del></p>
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<p><del>— SC 1329</del> <del>— Title 22</del> <del>— Sec. 11.41</del></p>	<p><del>with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.</del></p>
<p><del>— Title 22</del> <del>— Sec. 11.23, 11.25</del></p>	<p><del>The Superintendent or designee shall develop procedures for the attendance of students that</del><u>The Superintendent or designee shall develop administrative regulations to enforce this policy and all applicable laws governing student attendance.</u></p>
<p><del>— SC 1330</del></p>	<p><del>1. Ensure a school session that conforms with requirements of state regulations.</del> <del>2. Govern the keeping of attendance records in accordance with state statutes.</del></p>
<p><del>— Title 22</del> <del>— Sec. 11.5, 11.32</del></p>	<p><del>3. 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.</del> <del>4. 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.</del></p>
<p><del>— SC 1327</del></p>	<p><del>5. Ensure that students legally absent have an opportunity to make up work.</del></p>
<p><del>— SC 1330</del></p>	<p><del>6. Issue written notice to any parent or 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 or guardian of the date(s) the absence occurred, that the absence was unexcused and in violation of law, that the parent 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.</del></p>
<p><del>SC 1330</del></p>	<p><del>Repeated infractions of Board policy requiring the attendance of enrolled students may constitute misconduct and disobedience sufficient to warrant the student's suspension or expulsion from the regular school program. Students who are no longer of compulsory attendance age but elect to remain on the rolls of the school district are to attend school on a regular basis as per the same expectations set forth for those students of compulsory school age. Such students who, as per guidelines set forth below, are considered to be in violation of the school district attendance policy may be brought before the Board for expulsion from the schools of the school district.</del></p>
<p><del>SC 1330</del> <del>— Title 22</del> <del>— Sec. 11.28</del></p>	<p><del>Whenever a student has been unlawfully absent to the extent that his/her parent(s)/guardian(s) have received a letter of notification of three (3) unlawful absences and been unlawfully absent for any additional day or more, including those minutes of unlawful tardiness that, when added, make up a school day, the parent(s)/guardian(s) will be prosecuted for non-compliance</del></p>

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~~with the compulsory attendance laws of the state. If the absence continues, a new citation shall be issued weekly. Should the unlawful absences continue beyond four (4) weekly citations, a new citation shall be issued for each successive day of unlawful or illegal absence.~~

~~When a runaway child of compulsory school age has been absent from school for three (3) days, the first offense unlawful absence notice shall be served on the parent(s)/ guardian(s). If it is apparent that the parent(s)/guardian(s) have made every effort possible to locate the whereabouts of such child and return him/her to school, no further action need be taken. The student, however, should be kept on the active roll and marked unlawfully absent until such time as s/he returns or legal requirements are satisfied. If it is believed that the parent(s)/ guardian(s) know where the child is, and are making no effort to locate him/her, proceedings shall be entered against them, as provided in the Public School Code. Fifteen (15) days after the police have been notified of the absence by the parent(s)/guardian(s) or the district, the child shall be taken off the rolls.~~