

Clovis High School & CHS Freshman Academy Attendance Rule

Philosophy: Attendance is vital to the success of every student at CHS & CHSFA. The administration and staff of CHS & CHSFA believe in the importance of attending school regularly and have zero tolerance for absences that are not health-related. Students with good attendance generally make better grades, are more involved in activities, and enjoy school more. At CHS & CHSFA we believe excessive absences contribute to students dropping out and deters from our mission: "Wildcats on the Prowl for Success." We believe that punctuality and regular attendance are qualities that must be instilled in students, making them responsible and productive citizens. In an attempt to improve attendance at CHS & CHSFA, the following rule is being implemented at the beginning of the spring semester, January 2010. If you have questions or concerns about your student's attendance, please call 769-4400.

Step I: Notification of the Attendance Rule

The parent/legal guardian will be made aware of the new policy in four ways: a letter via each student; a letter through the US mail; school marquee, and the new policy posted on the school website. **ATTENDANCE RULE: Any student who exceeds 10 absences per semester in any given class will lose credit for that semester (School sponsored activity absences are excluded.)**

Step II: Interventions

When a student reaches a certain number of absences, interventions will occur as outlined below:

1. When a student reaches 3 absences, his/her parent/guardian will be contacted by letter, phone call, or email message.
2. When a student reaches 5 absences, his/her parent/guardian will be contacted again by letter, phone call, or email message.
3. When a student reaches 7 absences, a twenty-day attendance contract (ten per semester) will be established with the student and his/her guardian. The contract will outline consequences for additional absences and both the student and his/her parent/guardian will sign the contract.
4. On the 11th absence, the student will be notified of the loss of credit for THAT class. The student will have one last chance to attend Saturday School to regain credit. The assistant principal will provide a contract for Saturday School. Saturday School will allow a student to recover one credit in one class for a maximum of three credits per semester, if no more absences occur.

Step III: Loss of Credit:

If after the eleventh absence the student does not regain credit through Saturday School, the student will lose credit for the class. The parent, student, and guidance office will be notified of the loss of credit.

Definitions:

- Absent - An absence is defined as not being present in a given class for any reason (other than an activity absence) or more than 10 minutes tardy for class.
- Duration - This rule will apply on a per semester basis.
- Saturday School - Attending Saturday School will allow a student to recover one class period to regain credit for that one class. A student may also attend Saturday School to regain credit in other classes if necessary for a maximum of 3 classes within a semester. Students are not allowed to attend multiple Saturday schools for the same class.

Saturday School will meet at CHS (main campus) from 8:00 -12:00 pm.

NOTE: Consideration of extenuating circumstances i.e. surgery, injury, or family emergency, will be made on an individual basis, in writing, to the CHSFA Attendance Hearing Committee.

Detach this portion of the attendance rule, sign and return to student's teacher.

Student Name: (Print) _____

Student Signature: _____ Date: _____

Parent Name: (Print) _____

Parent Signature: _____ Date: _____