

# Success Starts with Regular Attendance!!

## Student Attendance Matters!

For more information on  
Student Attendance visit:

<https://www.richlandone.org/Page/3440>



### Absences

#### EXCUSED LAWFUL ABSENCES:

Absences will be excused if they are in the following categories:

- Cases of extended or chronic illness with a doctor's note
- Doctor's or dental appointments
- Contagious illness that could spread to students and staff
- Serious illness or death in a student's family
- Recognized religious holidays
- School-related activities
- Short-term suspensions from school
- A parent may provide up to 10 parent notes per year excusing lawful absences.

#### UNEXCUSED ABSENCES

A student will not be excused for the following:

- The student does not attend school without a good reason and without the parent or guardian's knowledge
- The student does not attend school without a good reason and with the parent or guardian's knowledge
- Any reason not listed under 'Excused Absences'

### Things to Remember

- Parents may send a note to have up to 10 lawful absences excused each school year.
- Schools have the right to refuse a note or request additional documentation related to an absence.
- Students enrolled in courses for high school credit may not receive credit if their absences exceed the limit for the course.



#### Questions?

Contact your child's school or the  
Office of School Social Work  
1310 Lyon Street  
Columbia, SC 29204  
Hours of operation Monday- Friday  
8:00 a.m.-4:30 p.m.  
Phone: 803-231-6757

## Student Attendance and Truancy: What You Need to Know for the School Year





## The Law and School Policy

In accordance with the South Carolina Compulsory School Attendance Law, Richland School District One has adopted Policy JHB Student Attendance and Truancy to ensure that students attend school regularly. Students are counted present only when they are actually in school, receiving homebound instruction, or are present at an activity authorized by the school principal. A student is considered in attendance when present for at least 50 percent of a school day.

### In-Person Attendance

All children who reach their fifth birthday before September 1st are required by SC Law to attend a public or private school or kindergarten until they reach their 17th birthday. Parents may choose a home school accredited by the Home School Association instead of enrolling them in a public or private school.

Any student who misses school must present a written excuse, signed by his or her parent or legal guardian or a health care professional, for all absences within two days of the student's return to school.

### Virtual Attendance

Attendance is determined by whether a student logs on, submits work and participates in activities assigned by the teacher. Students who log on, submit work on time, and participate as instructed will be considered present. Students who do not log on, turn in assignments and participate in virtual



## Every Day All Day!

learning activities as outlined by the Richland One Virtual School Program will be considered absent. For more information on the Richland One Virtual School Program visit:  
<https://www.richlandone.org/domain/1420>

Written notes/excuses must be submitted by the parent or a doctor's office. You may also email your child's school a copy of a medical note directly to the database specialist/attendance secretary at your child's school.

### TRUANCY

A child, ages 6 to 17 years, is considered truant when the child has three consecutive unlawful absences or five or more unlawful absences.

### **Attendance Intervention Plan (AIP) Meetings**

When a student is truant, the parent/guardian and/or student will be asked to attend a meeting to develop an Attendance Intervention Plan. If the student continues to accumulate unexcused absences after the attendance plan is in place, the school will file a petition and the parent/guardian and student 12 years and over will be required to appear before a judge in family court.

If placed under a court order, the student and parent must follow all requirements of the court order to avoid being in contempt of court. If a contempt of court is filed and the parent/guardian is found guilty, he/she can be fined \$50.00 and put in jail for each day that the student has an unexcused absence.



## Attendance Matters!

### **High School Credit and Seat Time**

In high schools, students must meet academic and attendance requirements. For high school students who receive a final grade of "FA" due only to absences beyond the limit allowed for the course, Richland One allows seat time recovery. State law requires a minimum of 120 hours of seat time for a one-credit class and 60 hours of seat time for half credit classes. Any student who accumulates more than five (5) absences in a .05 credit class, more than (10) absences in a 1.0 credit class is in jeopardy of not receiving credit and may instead be assigned a "Failure due to Absences-FA". However, these students may be eligible to make up missed days not to exceed 6 make up days per class for a 1 credit course and 3 make up days per .05 credit course by attending seat time sessions.

Failure to make up seat time and the assigned work will result in the student failing the course, the FA staying on the transcript and a grade of 50 factored into the Grade Point Average (GPA). All makeup time and work from these sessions must be completed within 30 days from the last day of the course for students on a traditional, 4x4, or AB schedule. It is the responsibility of the student to check the seat time schedule for their school and make plans to attend seat time make up sessions.

### **QUESTIONS?**

If your child is having a problem with attendance, please contact your child's school or the school social worker for help in developing a solution.