

## **Dreher High School Attendance Policy 2023-2024**

State law requires a minimum of 120 hours of seat time for a one-credit class and 60 hours of seat time for a half-credit class.

According to state law, to receive a Carnegie unit for a course, a student must be present 170 days out of a 180-day school year. To receive a half Carnegie unit, a student must be present 85 out of 90 days.

Accordingly, on an A/B schedule a student is allowed ten (10) absences in a one-credit unit course and five (5) absences if the course is for one-half unit of credit.

If the number of absences exceeds 10 per full Carnegie unit course or 5 per 1/2 Carnegie unit course, students must recapture days of attendance to receive credit. There are limited opportunities to recapture attendance.

### **Excessive Absences for 180-day school term**

Students who exceed more than ten (10) lawful or unlawful absences in a yearlong class and/or five (5) lawful or unlawful absences in a semester class will **NOT** receive credit unless all absences over the state mandated limit are recaptured. Students may recapture six (6) blocks in a yearlong class and three (3) in a semester class. The total number of blocks allowed for recapture is forty-eight (48). Each block recaptured will total 90 minutes. Students who have seventeen (17) or more absences in a yearlong course, and/or nine (9) in a semester course will **NOT** receive credit for the course(s). Recapture is not an option, and the course(s) must be retaken if credit is required for graduation.

Seniors will not be allowed to walk at graduation if all graduation requirements have not been met. This includes state mandated attendance and/or recapturing class blocks.

Students may appeal to Administration and/or the Executive Attendance Team if additional recapture time is needed for promotion or graduation.

### **Truancy**

A student who is absent three (3) consecutive days or five (5) total days is truant. If truant, an Attendance Intervention Plan (AIP) is developed. If two or more absences occur after an AIP, a petition is filed with the courts.

### **Recording and verifying attendance**

- Teachers will take attendance within the first ten (10) minutes of each class. If tardy, it is the student's responsibility to give the teacher a pass to ensure the absence is changed to a tardy.
- If a student is absent, he or she must submit a medical excuse, parent note, or court notation to the Attendance Office.
- Attendance personnel may call a parent/guardian to verify absence(s) if you do not have an excuse.
- Student(s) may be referred to an Administrator, Guidance Counselor, or Social Worker if absences are unexcused or excessive.
- Cutting class is a violation of the discipline code. A referral will be entered in ABE for unverified absences (cutting).