Excused (Lawful) Absences

A student who is absent from school must present a note to the attendance office within 48 hours of his/her return to school. No more than 10 days of excuses, with a note written by a parent/legal guardian, can be accepted for lawful absences during any school year.

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

- Cases of extended or chronic illnesses with a doctor’s note.
- Doctor or dental appointments.
- Contagious illness that could spread to students and staff.
- Serious illness or death in the student’s family limited to three days, unless approved by the principal. Family includes spouse, children, parents, brother/sister, grandparents, grandchildren, uncle/aunt, cousin, nephew/niece, and any relative who lives in the student’s home or for whom the parent has legitimate responsibility.
- Recognized religious holidays.
- School-related activities.
- Short-term suspensions from school.

Unexcused Absences

A student will not be excused for the following reasons:

- The student does not attend school without a good reason and without the parent/guardian’s knowledge.
- The student does not attend school without a good reason and with the parent/guardian’s knowledge.
- Any reason not listed under “Excused (Lawful) Absences”.

Tardies

When a student has over 10 unexcused tardies and or early dismissals during the school year, parents and or guardians of elementary or middle school students will be required to complete an intervention plan to address tardies.

Office of School Social Work

Contact your child’s school social worker or attendance secretary
Chronic Absenteeism

Chronic Absenteeism is not the same as truancy.

**Chronic Absenteeism**

*Chronically absent:* Any student in grade K-12 who misses 50 percent or more of the instructional day for any reason for 10 percent (or more) of the enrollment period.

All types of absences contribute to chronic absenteeism:

- Excused Absences
- Unexcused Absences
- Suspensions

A student is absent if he or she is not physically on school grounds and is not participating in instruction or instruction-related activities at an approved off-grounds location for the school day.

**Truancy**

*Truant:* A student between the ages 6-17 who has accumulated unexcused absences on three consecutive days or has accumulated a total of five or more unexcused absences during the academic year.

- Only full-day unexcused absences contribute to truancy.
- Excused absences and suspensions do not affect truancy.

Under South Carolina Law when students accumulate three days in a row or a total of five unexcused days at any time in the school year, parents/guardians will be contacted by the school to schedule a meeting.