

YOUGH SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ATTENDANCE

ADOPTED: November 1, 2007

REVISED: July 10, 2008

204. ATTENDANCE	
<p>1. Purpose</p> <p>SC 1301, 1326, 1327 Title 22 Sec. 11.12, 11.41, 12.1 Pol. 200</p> <p>Title 22 Sec. 11.26 Pol. 121</p>	<p>A strong relationship exists between good school attendance and academic achievement.</p> <p>The learning of any body of material is a complex process of presentations, including questioning, discussion, and application. The classroom environment is designed to be an opportunity not only for the teacher but also for the students to exchange views, learn from one another, and guide the teacher in adapting his/her approach and method. Without this exposure and interaction, real learning and development is less likely to occur.</p> <p>Class absences disrupt instructional continuity and decrease direct teacher/student contact time. Absences limit opportunities for classroom interaction and direct participation with teacher and student. Therefore, regular class attendance is considered an integral part of the student's program of study. Nonetheless, the district recognizes that instruction may take place outside the classroom setting either through school-sponsored educational field trips or family planned travel opportunities.</p>
<p>2. Authority</p> <p>SC 1302, 1327, 1329 Title 22 Sec. 11.11, 11.23, 11.25, 11.41, 12.1</p>	<p>Recognizing the relationship between attendance and learning, and supported by the Pennsylvania Public School Code and the Student Bill of Rights and Responsibilities, the district accepts and promulgates this policy.</p>
<p>3. Guidelines</p> <p>SC 1326, 1330</p>	<p><u>Excused Absences</u></p> <p>The Compulsory Attendance Law, as stated under Section 1326 in the Public School Code of the School Laws of Pennsylvania, requires a child to attend school during the "compulsory school age" time period unless deemed exempt (Section 1330 Exceptions to Compulsory Education). Compulsory school age refers to the period</p>

<p>Title 22 Sec. 11.34 Pol. 117</p>	<p>of a child's life from the time that a child enters school as a beginner, which shall be no later than the age of eight (8) years, until the age of seventeen (17), or until graduation from a regularly accredited senior high school, whichever occurs first.</p> <p>The parent/guardian of a child is responsible for such attendance. Only the following four (4) reasons, as listed under Title 22, Pennsylvania Code, Chapter 11 (Pupil Attendance) of the State Board of Education are legal excuses for nonattendance:</p> <p>1. Health Care</p> <p>A student may be excused during school hours for the purpose of obtaining nonschool professional health care under the following circumstances:</p> <ul style="list-style-type: none">a. The health services are rendered by state licensed practitioners.b. There has been established reasonable cooperation between the school authorities and the practitioners in providing services to school children outside school hours.c. The necessary absence from school involves a minimum of interference with school work. <p>2. Illness and/or Urgent Reasons</p> <p>Principals and/or teachers may, upon receipt of satisfactory written evidence of mental, physical, or specific urgent reasons, excuse a child for nonattendance during a temporary time period. The term "urgent reasons" shall be strictly interpreted.</p> <p>If a prolonged absence due to illness occurs, the absence may be covered by a physician's statement and homebound instruction will be provided.</p> <p>Students will not be recorded absent/tardy when participating in school-sponsored functions or school-authorized educational activities and travel.</p> <p>Students will be required to make up all academic work missed during all absences and will be assigned additional academic work specific to school-authorized educational activities and travel.</p>
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<p>Title 22 Sec. 11.21</p> <p>SC 1546 Title 22 Sec. 11.21</p>	<p>3. Religious Holidays</p> <ul style="list-style-type: none">a. A pupil may be excused from attending school for observances of valid religious holidays by religious groups in accordance with the policies of the district's Board.b. According to Act 175 (June 24, 1982), "Public School Officials, upon written request of parents, shall excuse the child of such requesting parents for a total not to exceed thirty-six (36) hours per school year, in order to attend classes for religious instruction."c. A pupil's absence from school will be recorded as an excused absence. Students are responsible for making up all instructional assignments missed during periods of absence, according to established district guidelines. <p>4. School Authorized Educational Activities and Travel</p> <p>Upon receipt of a written request from the parents/guardians of the students involved, students granted school authorization to participate in educational activities to travel during the school term at the expense of the parents/guardians are subject to the following terms and conditions:</p> <ul style="list-style-type: none">a. The request shall describe the activity and/or travel and its educational function.b. The request shall list areas of instruction and places to be visited.c. The activity and/or travel shall be limited to five (5) school days and will not be permitted during the administration of the Stanford Achievement and the PSSA tests.d. All regular education teachers must approve the proposed activity and/or travel and assign additional instruction tasks related to the specific travel destination. <p>Travel with parents/guardians will be considered for authorization if the principal determines that such tour or trip will be of educational significance to the student. The parent/guardian shall provide the written request for an excuse on a district form.</p> <p>Such request shall be made at least ten (10) school days prior to the date of the activity or travel.</p>
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<p>SC 1329</p>	<p>Unless some unusual family circumstances exist, such travel shall not be approved during the final two (2) weeks of the school term.</p> <p>All school work missed during the approved tour or trip shall be made up on the initiative of the student and at the reasonable convenience of the teacher within the established time frames.</p> <p>Days missed for school-authorized educational activities and travel are considered an extension of the school program, and are excluded from minimum attendance requirements.</p> <p>No more than one (1) school-authorized educational activity or travel will be granted to any student per school year.</p> <p>"Every principal or teacher in any public, private, or other school may for reasons enumerated above excuse any child for nonattendance during temporary periods." "...but the term 'urgent reasons' shall be strictly construed and shall not permit of irregular attendance."</p>
<p>SC 1329 Title 22 Sec. 11.41</p>	<p>5. No absence will be recorded for school-authorized educational activities or travel.</p> <p>6. With proper parent/guardian consent, students may participate in a project sponsored by an organization eligible for a grant under a portion of the PA Agricultural Fair Act, such as 4-H, FFA, or combined FFA and FHA units. Such events may qualify for school-authorized educational activities.</p> <p>7. School authorization for educational activities or travel is at the sole discretion of the district.</p>
<p>Pol. 218</p>	<p><u>Excuses</u></p> <p>A written excuse from the parent/guardian/physician is required after an absence and is due upon return to school. The excuse should include the reason for the absence, the dates of the absence, and the signature of the parent/guardian/physician.</p> <p>Absences will be considered unexcused if a written excuse is not received within three (3) days of a student's return to school.</p> <p>Students falsifying excuses for absences will be subject to disciplinary action under the guidelines of the Code of Discipline.</p>

	<p>In the case of a questionable excuse, the building principal or a designee will make a decision about the legitimacy of the excuse, which shall be subject to review by the Superintendent.</p> <p>The district will require doctor's excuses for every absence after ten (10) days.</p> <p><u>Absences</u></p> <ol style="list-style-type: none"> 1. Excused absences are those absences for the reasons included in Title 22, Pennsylvania Code Chapter 11 (Pupil Attendance) of the State Board of Education as legal excuses for nonattendance. 2. All absences for which legal excuses are not received within three (3) days of a student's return to school will be considered unexcused. <p>Class work which is missed due to unexcused absence or tardiness may not be made up.</p> <p><u>Illegal Absences</u></p> <p>SC 1333, 1355 Illegal absences are those unexcused absences which are assigned to those students under seventeen (17) years of age.</p> <p>The following procedures shall constitute the district policy regarding illegal absences:</p> <p>SC 1332, 1333 <ol style="list-style-type: none"> 1. Parents/Guardians will be notified by letter when their child has been illegally absent. This shall be the first notice to the parent/guardian. 2. Each occurrence of illegal absence thereafter shall result in the forwarding of a notice which provides for appearance before a magistrate with accompanying fines. 3. A continued pattern of illegal absences shall necessitate the referral of the parent/guardian to the Juvenile Court. </p> <p><u>Unexcused/Illegal Absence</u></p> <p>Students who are charged with unexcused/illegal days forfeit the right to make up any examinations or class work missed. This work will be assigned a grade of zero (0).</p>
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<p>Pol. 233</p>	<p>This also applies to examinations and class work missed because of a class cut or an unexcused tardy arrival or early dismissal.</p> <p>Any student who becomes an habitual truant or is excessively absent because of parental neglect, or of his/her own will with or without parental knowledge, will be referred to the proper county agency.</p> <p><u>Out-Of-School Suspensions</u></p> <p>Students serving out-of-school suspensions are considered legally absent. Students may make up all work missed upon return to school in accordance with established guidelines for make-up work. Students will receive a no charge day for out-of-school suspensions.</p> <p><u>Vo-Tech Student Absences</u></p> <p>Although vo-tech students attend district schools for only one-half (1/2) of each school day, for attendance purposes those half (1/2) days shall count as full days for earning credit in the courses being taken at our schools.</p>
<p>Pol. 218</p>	<p><u>Skip Day</u></p> <p>It is contrary to the basic philosophy of the district to condone skip days of any kind. Therefore, any students taking part in activities of this type shall be assigned an unexcused absence and lose credit for all work done on that day as per established guidelines. Other disciplinary actions may be taken in accordance with the district Discipline Code.</p> <p><u>College/Technical School Visitations</u></p> <p>It is the philosophy of the district that all students should strive to reach the highest level of education required to succeed in their chosen field of endeavor. Those students who choose to continue their formal education beyond high school are encouraged to do so. Visitations to potential schools are permitted as school-authorized educational activity or travel.</p> <p>Visits should be cleared at least two (2) days prior to the trip by submitting a written permission slip from a parent/guardian to the high school office.</p> <p>These visitations are serious matters and should be used for the proper purpose and not abused.</p>

Title 22
Sec. 11.23

Early Dismissals/Late Arrivals

The district would prefer that early dismissals be kept to a minimum. As much as we realize they are an occasional necessity, early dismissals cause students to lose classroom and instructional time.

Medical and dental appointments should be made for after-school hours and Saturdays whenever possible.

Requests for early dismissals shall be according to the following guidelines in order to be legal:

1. A written request from the parent/guardian will be submitted to the building office before the start of the school day during which the early dismissal will occur.
2. The request must be verified by a parent/guardian phone call or by the parent/guardian reporting to the building office to pick up the student.
3. The student will sign out in the building office immediately before leaving the building.

In addition, early dismissals for medical and dental appointments will be verified by submitting a slip from the doctor or dentist upon returning to school the next day. The slip will include time, date, and appropriate signature.

Excuses for early dismissals for unforeseen emergencies must be verified by the parent/guardian either by a phone call or by visiting the building office.

Students who are injured or become ill during the school day must report to the nurse or building office to be excused from school. Parents/Guardians will be notified before the student is permitted to go home. Students will not be permitted to leave the school if no one can be reached at home, work, or from the emergency card on file.

Minimum Attendance Requirements

Although provisions for absence will be established, minimum standards for attendance must be met for course credit irrespective of grades earned.

Any student missing ten (10) days without a valid excuse in a semester or twenty (20) days without a valid excuse in a school year will be subject to repeating that semester or school year.

1. Authorized Absence

- a. If a prolonged absence due to illness occurs beyond ten (10) school days, the absence may be covered by a physician's statement and homebound instruction will be provided.
- b. Students will not be recorded absent/tardy when participating in school-sponsored functions.
- c. All absences must be verified by a written excuse from parents/guardians and submitted to homeroom teachers within three (3) days upon the student's return. The absence will be deemed unexcused and/or illegal if a written excuse is not provided within the established time.
- d. A student will be given the amount of time needed to make up all work. The teacher and the student shall agree to the time frame, i.e. two (2) days for two (2) days, etc.

2. Class Cuts

- a. It is the belief of teachers that regular attendance in class is most important. Because of this belief, the student's unauthorized absence from class is considered an unexcused absence. Any student with an unauthorized absence from class will be subject to disciplinary action.
- b. An unauthorized class absence shall be designated a class cut. Students shall not be permitted to make up any work missed during a class cut. A failing grade will be recorded for examinations missed or graded class work due on the day of the class cut. In addition, the letter grade for the grading period in progress may be reduced by one (1) letter grade for each class cut recorded. The parent/guardian will be notified if this occurs.
- c. Chronic class cuts by any student may require that a parental conference be scheduled to resolve the problem. Chronic class cuts, as determined by the administration, are Level II offenses under the Code of Discipline.

Pol. 218

d. Disciplinary action for class cuts, including study halls and activity periods will be as follows:

- 1) Disciplinary actions shall be reported to the parent/guardian either by telephone call, a parental signature or registered/return receipt letter.
- 2) Refer to Policy 218 for Level II offenses and the disciplinary action for class cuts, including study halls and activity periods.

First Offense - one (1) day detention.

Second Offense - three (3) days detention may be assigned.

Third Offense and Thereafter - refer to progressive discipline levels at the end of this document.

Failure to fulfill disciplinary action may result in loss of all privileges and may be cause for delay of promotion and/or graduation.

3. Tardiness - Class

- a. Students who are not inside their assigned homerooms/classrooms/study halls when the late bell rings are considered tardy. Most tardies are authorized excuses. But, five (5) unauthorized tardies will result in disciplinary action at the discretion of the principal or a designee. Five (5) unauthorized tardies to a class during a grading period will be treated as the equivalent of one (1) class cut.
- b. When students are detained from homeroom/class/study hall by authorized school personnel, they will receive an admittance pass from that person to the next class and the tardiness will not be counted against them.
- c. Each class/study hall teacher will establish guidelines for tardiness. The guidelines will be clearly explained to the class at the beginning of the school year and periodically thereafter. When students are detained from homeroom/class/study hall by authorized school personnel, they will receive an admittance pass from that person to the next class, and the tardiness will not be counted against them.

4. Absence and Extracurricular Activities

Students are not permitted to participate in extracurricular activities unless they are in attendance on the day of the event. Extenuating circumstances, such as a funeral, legal obligation or medical appointment, will be subject to the review and decision of the principal or his/her designee.

5. Participation in Extracurricular Activities

Participation in extracurricular activities requires attendance at school the day of the extracurricular event or the Friday before a Saturday event. Students must arrive at school within ninety (90) minutes of the start of the school day to be considered present and eligible for extracurricular activities. This includes attendance at school functions, such as dances, sporting events either as a participant or a spectator, or reporting to an after-school job.

6. Make-Up Work

Students who are legally absent/excused from school are required to make up all class work missed in each class. It is the student's responsibility to obtain all make-up work and pursue its completion within time frames established by the teacher(s) within the following guidelines:

- a. The secondary student shall be responsible for contacting the instructor(s) concerning arrangements to make up exams or work. On the elementary level, the student and the teacher share the responsibility for making certain all work is completed. One (1) day absent or one (1) class missed work previously assigned and due on the date of the missed class is due immediately upon return to class. Tests or quizzes missed must be taken immediately upon return to class. If a student is absent two (2) or more days, two (2) days will be given to make arrangements with the teachers to complete all work missed.
- b. Arrangements for making up exams or work shall be established by the end of the second school day the student attends subsequent to the absence, unless the instructor(s) are not available to complete the arrangements. In the event the instructor is not available after three (3) days, the student shall meet with the guidance counselor.

When a student does not abide by this requirement, it shall be the responsibility of the instructor to determine the grade to be assigned for the work or exams missed. (See guidelines on one (1) day of absence.)

- c. Such make-up work, if completed within the instructor's requirements, shall not receive less credit than would be assigned under normal conditions.
- d. An incomplete (I) grade may be given for the grade period if work is not made up. If this situation is not corrected within two (2) weeks, the incomplete grade will be changed to a failure following the next grading period. Extenuating circumstances will be handled on a case-by-case basis by the school administrator.

Teachers' Reporting Procedure

All teachers shall be required to keep accurate class attendance records which must be made available upon request of the office.

Teachers shall make referrals to the nurse, the guidance office and/or the SAP team (SAP is our Student Assistance Program which is an intervention program with a systematized process to assist students in attaining necessary help and guidance for a specific problem.)

Teachers must report students to the administrative office who have absences that jeopardize their receiving credit recognition for any course at the time that progress reports are issued.

Students are never to take roll for a homeroom or classroom teacher.

Enforcement

The building staff will attempt to call parents/guardians on the first day of absence. When a student has accumulated ten (10) days of absence from school, a warning letter registered with return receipt requested shall be sent to the parents/guardians, indicating that after ten (10) days of absence, the district shall term the absence chronic, irregular absence and shall require a doctor's excuse for each additional day of absence. Students who have had three (3) or more days of absence documented by a doctor's excuse for illness, accident or other forms of legal absence shall not have said days counted as part of the ten (10) days referred to above.

The district reserves the right to require a doctor's excuse for any questionable period of absence.

After one (1) day of illegal or unexcused absence, the parents/guardians shall be sent a first notice, advising them of the illegal/unexcused absence of the child. Each session of illegal or unexcused absence thereafter shall result in the forwarding of a second notice which provides for appearance before a magistrate with accompanying fines.

After the third illegal absence a TEP (Truancy Elimination Plan) will be created. The fourth illegal absence will result in prosecution procedures and shall be initiated by the district.

The procedure described herein is essentially the same for students seventeen (17) years and older who are not covered by compulsory attendance laws.

Any district student whose absence is illegal or unexcused shall have such absence recorded in the state register as illegal or unexcused, but without penalty, by school officials for the first three (3) days. After three (3) days of illegal or unexcused absence, the student shall not be permitted to make up assignments or tests missed because of additional days of illegal or unexcused absence.

Additional illegal or unexcused absences shall necessitate the referral of the student to the juvenile court.

Make-Up (Excused Absences)

Students who are legally absent from school are required to make up work missed in each class. It is the student's responsibility to obtain all make-up work and pursue its completion within time frames established by the teacher(s) within the following guidelines:

1. All secondary students shall be responsible for contacting the instructors concerning arrangements to make up exams and class work. On the elementary level, the student and the teacher share the responsibility for making certain all work is completed.
2. Arrangements for making up exams and work missed for absences of more than one (1) day shall be established by the end of the second school day the student attends subsequent to the absence, unless the instructor(s) are not available to complete the arrangements. When a student does not abide by this requirement, it shall be the responsibility of the instructor to determine the grade to be awarded for the work or exams missed. This grade, in all probability, will be a zero (0). (See guidelines on one (1) day of absence.)

3. Such make-up work, if completed within the instructor's requirements, shall not receive less credit than would be awarded if done with the class.
4. In lieu of class participation time missed through absence, an instructor may reasonably assign additional homework to ensure that the student's educational program does not suffer adverse effects. There should be a real and apparent connection between the additional homework and the experience missed by failure to participate in the class meetings.

Absences which occur near the end of a grading period may result in an incomplete grade for the grading period if the grade is not made up in a timely fashion. Incomplete grades become failing grades two (2) weeks after the grading period ends; therefore, it is imperative that all make-up work be done according to the established guidelines.

Students who miss class because of school-sanctioned activity will have the option to make up the missed class during a study hall the same day if the same subject and teacher are available. This make-up option is limited to the day of the absence and is contingent upon available space. General time requirements are as follows:

1. One (1) day absent or one (1) class missed - Work previously assigned and due on the date of the missed class is due immediately upon return to class. Tests or quizzes missed must be taken immediately upon return to class.
2. Two (2) or more days absent - Two (2) days to make arrangements with the teachers to complete all work missed. The general guidelines to make up work for up to five (5) days absence shall be one (1) day for each day of absence. Any absence beyond five (5) days will require arrangements to be made with the teachers for all make-up work.

Field Trips

Field trips, as permitted by school policy, can be a very beneficial part of a student's educational experience. However, students should be aware that if their absences are over the twenty (20) day mark, they may not be permitted to attend scheduled field trips. Each situation of this nature will be evaluated individually by the building principal or his/her designee.

Pol. 121

<p>Pol. 117</p>	<p><u>Homebound Instruction</u></p> <p>If a prolonged absence due to illness occurs, the parent/guardian may submit a physician's statement to arrange homebound instruction for the student. Homebound instruction is generally reserved for absences expected to be in excess of ten (10) school days.</p> <p>The necessary physician's form for homebound instruction is available in the building office.</p> <p><u>Recording Guidelines (For Senior High Only)</u></p> <p>A student that is one (1) through ninety (90) minutes late for school shall be considered tardy. Over ninety (90) minutes of tardiness shall be considered one-half (1/2) day of absence.</p> <p>Early dismissals within ninety (90) minutes of the start of the school day shall be considered one (1) day of absence. Early dismissals after ninety (90) minutes of the start of the school day shall be considered one-half (1/2) day of absence.</p> <p>Extenuating circumstances for absences may be reviewed by the principal or his/her designee to determine eligibility for participation.</p> <p><u>Minimum Attendance Requirement Procedures</u></p> <p>No credit will be recognized unless a student fulfills minimal attendance requirements. On the elementary level, credit recognition could be depended upon for grade promotion. It must be clearly understood that this policy makes a distinction between credit recognition and failure for performance.</p> <p>In order to receive credit for successful completion of courses, a student must be in attendance a minimum of seventy-five (75) days each semester and one hundred fifty (150) days each school year. Attendance shall mean presence in class for the minimum number of days. Approved absences will not count toward the minimum attendance requirements.</p> <p>According to the established attendance guidelines, students who have failed to attend at least seventy-five (75) classes in a semester and/or one hundred fifty (150) classes in the school year will not receive credit for these respective courses.</p>
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Appeals will be heard by a building level Board of Appeals Committee which will consist of the school nurse, a building administrator, and one (1) teacher/counselor. A majority vote is the requirement for decisions of the Board of Appeals. Final appeals will be heard by the Board, as appropriate.

The process shall be as follows:

1. Students with fewer than the minimum number of days attendance (when the student has missed sixteen (16) days in a semester or thirty-one (31) days in a school year) shall be reported to the Attendance Committee. Teachers are to enter an incomplete grade for the final grade in all cases of excessive absence until notified of the decision in each individual case.
2. Students will not be permitted to make up the time missed beyond the fifteen (15) days/semester.
3. Make-Up Plan
 - a. Bring the student within the time constraints of this policy.
 - b. Be outside the regular class period during before-school hours, after-school hours, study halls or lunch periods.
 - c. Be completed before the end of the succeeding grading period during the school year or within four (4) weeks of the end of the school year. Summer hours for make-up may be scheduled at the discretion of the administrator when time constraints are apparent.
 - d. Failure to comply with the make-up plan will result in automatic return to the status which created the need for the make-up time originally.
4. The Attendance Committee will review all documentation related to each individual case and render its decision.
5. Written notification of the decisions of the Attendance Committee will be sent to the student, his/her parents/guardians and the building principal within seventy-two (72) hours of the decision.

6. Students and/or parents/guardians who wish to appeal the decisions of the Attendance Committee which deny academic credit may do so by:
 - a. An appeal process initiated by the student by submitting a written statement to the building principal within seven (7) days of being notified of credit denial by the Attendance Committee. A form for this purpose is available in the building office and shall be used to submit the appeal.
 - b. The building principal will then set a date for convening the building Board of Appeals. This meeting shall be scheduled within five (5) days of receipt of the appeal form, and the meeting shall take place within ten (10) days of receipt of the appeal.
7. The Board of Appeals shall consider, but not be limited to, the following information:
 - a. Current year attendance pattern.
 - b. Prior year attendance patterns.
 - c. Reasons for current year absences and validation of same.
 - d. Evaluation of academic performance and make-up work.
 - e. All pertinent records, i.e. school health records, physician and/or hospital records (to be provided by the student/parents/guardians), teacher records, etc.
8. Attendance at the appeals hearing should include Board of Appeals members, the student, the teacher (if a single class is involved), or teachers (if more than one class is involved), parent/guardian (optional), and the building principal. The student and/or parent/guardian may choose to either personally attend the appeal hearing with their verifying documentation or submit such documentation prior to the hearing.
9. The Board of Appeals will notify the building principal of its decision within twenty-four (24) hours. The student/parent/guardian will be notified in writing of the decision of the Board of Appeals within seventy-two (72) hours of making its decision.
10. Meetings of the Board of Appeals will generally take place the last week of each semester.

	<p>11. Students and/or parents/guardians who wish a final appeal may petition the Board to hear their case by completing an appeal form, available in the building office, and submitting that form to the district office within seven (7) days of the decision of the Board of Appeals. A Board hearing on the appeal will take place in a timely fashion; this will be a closed session unless otherwise requested by the appellant. Appeals of decisions of the Board shall be filed with the Court of Common Pleas.</p> <p>The student forfeits the right to receive academic credit if:</p> <ol style="list-style-type: none"> a. A failing grade is received. b. Procedures for the appeal are not followed. <p>New students who enter during the school year will follow the same guidelines, with allowable limits prorated according to the date of entry.</p>
<p>Pol. 217</p>	<p><u>Make-Up Work For Graduation</u></p> <p>The district recognizes the value of a high school diploma. Bearing this in mind, the district will permit students who are lacking credits for graduation to return to Yough High School the year after their graduating class to earn the required credits for their diplomas. Efforts will be made to schedule these students for as many credits as are required. Such students shall be subject to all district rules and regulations.</p> <p>Other options available to these students include the following:</p> <ol style="list-style-type: none"> 1. Westmoreland County Community College offers preparation and testing for the G.E.D. Information is available in the high school guidance office. 2. Night and/or summer school. Several area schools and the WCC & TC offer night classes over the winter and/or summer. Students may choose to complete the credits necessary for graduation by attending either of these sessions at their own expense. Diplomas will be awarded when proper proof of successful completion of these academic credits is presented to the high school principal.
<p>SC 1329</p>	<p><u>Excuses From Attending School</u></p> <p>The Board may, upon certification by any licensed practitioner of the healing arts or upon any other satisfactory evidence being furnished to it, showing that any child or children are prevented from attending school or from application of study because of</p>

	<p>any mental, physical, or other urgent reasons, excuse such child or children from attending school as required by the provisions of this Act, but the term "urgent reasons" shall be strictly construed and shall not permit irregular attendance. In every such case, such action by the Board shall not be final until the approval of the Department of Public Instruction has been obtained. Every principal or teacher in any public, private, or other school may, for reasons enumerated above, excuse any child for nonattendance during temporary periods.</p> <p><u>Exceptions To Compulsory Attendance</u></p> <p>SC 1330 The provisions of this Act requiring regular attendance shall not apply to any child who meets the following requirements:</p> <p>SC 1330 Title 22 Sec. 11.28</p> <p>SC 1330</p> <p>SC 1330</p> <p>SC 1330</p> <p>SC 1330</p> <ol style="list-style-type: none"> 1. Has attained the age of sixteen (16) years, and who is regularly engaged in any useful and lawful employment or service during the time the public schools are in session, and who holds an employment certificate issued according to the law. 2. Has been examined by an approved mental clinic or by a person certified as a public school psychologist or psychological examiner, and has been found to be unable to profit from further public school attendance, and who has been reported to the Board and excused, in accordance with regulations prescribed by the State Board of Education. 3. Has attained the age of fifteen (15) years and is engaged in farm work or domestic service in a private home on a permit issued by the Board or designated school official of the school district of the child's residence, in accordance with regulations which the Superintendent is hereby authorized to prescribe. 4. Has attained the age of fourteen (14) years and is engaged in farm work or domestic service in a private home on a permit issued as provided in clause (3) of this section, and who has satisfactorily completed, in either public or private schools, the equivalent of the highest grade of the elementary school organizations prevailing in the public schools of the district in which s/he resides, if the issuance of such permit has first been recommended by the Superintendent having supervision of the schools of the district where such child resides, or by the principal of the private school where such child is enrolled, and the reason therefore has been approved by the Superintendent. 5. Except in districts of the fourth class and those of the third class located wholly within the boundary lines of a township, or within the boundary lines of a borough which has a population of less than five hundred (500) inhabitants to the
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	<p>square mile, resides two (2) miles or more by the nearest public highway from any public school in session and no proper free transportation is furnished to such child to and from school.</p> <p><u>Penalties For Violations Of Compulsory Attendance</u></p> <p>A \$300 fine for truancy shall be placed on parents/guardians and requires them to pay court costs or be sentenced to complete a parenting education program. Both the truant child and parents/guardians must appear at a hearing by the District Justice. If the parents/guardians show that they took reasonable steps to ensure the attendance of the child, they will not be convicted of a summary offense. If the parents/guardians are not convicted and the child continues to be truant, the child can be fined up to \$300 or be assigned to an adjudication alternative program. The law also grants school police officers the same arrest powers as attendance officers and home and school visitors.</p> <p>Truant juveniles shall have their driving privileges revoked for ninety (90) days for a first offense and six (6) months for a second, while juveniles who are unlicensed are prohibited from applying for a learner's permit for ninety (90) days (first offense) or six (6) months (second offense) after their 16th birthday.</p>
<p>SC 1330</p>	<p><u>Home And School Visitor/Attendance Officer</u></p> <p>Attendance officers shall enforce the law regarding compulsory attendance. Such attendance officers, or home and school visitors, shall, in addition to the duties imposed upon them by law, have full police power without warrant, and may arrest or apprehend any child who fails to attend school in compliance with law, or who is incorrigible, insubordinate, or disorderly during attendance at school or on his/her way to or from school. All home and school visitors shall be legally certified as such by the Department of Public Instruction, upon meeting such standards as shall be prescribed by the State Board of Education.</p> <p>Any two (2) or more school districts may join in the appointment of an attendance officer on such terms as they may mutually agree upon.</p>

References:

School Code – 24 P.S. Sec. 510, 1301, 1302, 1318, 1327, 1329, 1330, 1332, 1333, 1338, 1339, 1354, 1546

State Board of Education Regulations – 22 PA Code Sec. 11.1, 11.2, 11.3, 11.5, 11.8, 11.11, 11.12, 11.21, 11.22, 11.23, 11.24, 11.25, 11.26, 11.28, 11.32, 11.34, 11.41, 12.1

Board Policy – 117, 121, 200, 217, 218, 233