

Public School 154
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Attendance Policy for P.S. 154



Access Creates Opportunity

This policy meets the Chancellor's Regulation A-210:

Any student who misses the equivalent of **2 or more days per month** or **20 or more days in the school year**, is considered chronically absent and should be referred to the Guidance Counselor and Attendance Teacher who can discuss with the PPT team.

- Parents are encouraged to notify the school for student absences, but the absences will be "excused" by the school according to the guidelines for excused absences.
- Parents will be notified every time their child is absent.
- Monthly notices will be sent home to inform parents of their child's absences and lateness.
- Students will receive discipline action if there is a pattern of absences and/or lateness.

Excused Absence

The school will classify an absence as "excused" for one of the following reasons only:

- Sickness of child
- Death in the immediate family
- Religious observation
- Weather so inclement as to endanger the health of the child

A doctor's note is required for any absences that exceeds 3 consecutive days; students who are absent in the excess of 10 days from any school year may be considered for holdover.

Unexcused or Unlawful Absences

When a student has been absent for **20 aggregate days** in the school year the parent coordinator, guidance counselor and principal will intervene by identifying the reason for the child's absence.

Lateness

A letter will be sent to parent/guardian of students who frequently arrive after the start of the school day at 8:10AM.

If patters of lateness are seen, the parent coordinator, guidance counselor and principal will intervene by identifying the reason for the child's absence.

Questions? Please call the school