

**SAIL High School - Amended Attendance Policy for the 2020-2021 school year
Per 9 week (per period/same class) grading period**

The following policies will be adopted to help circumvent further academic regression allowing for some grace and understanding during these unprecedented times.

Brick & Mortar	Digital Academy
<p><u>For Absences:</u></p> <ul style="list-style-type: none"> • 3 unexcused absences = Warning Letter/Parent Contact by Teacher documented in FOCUS CSAP • 4 unexcused absences = Intervention in place (admin/parent meeting, social worker/parent meeting, or student consequences – circumstantial based on student individual situation). • 5 unexcused absences = School Attendance Conference with Parent and Contract in Place • 6 or more <i>unexcused</i> absences = Intervention Agreement/Exit list • 5 or more excused absences requires a doctor’s note. • All pre-arranged absences must be cleared utilizing the pre-arranged absence form and must be cleared at least five days in advance of the absence. 	<p><u>For Absences:</u></p> <ul style="list-style-type: none"> • 3 unexcused absences = Warning Letter/Parent Contact by Teacher documented in FOCUS CSAP • 4 unexcused absences = Parent contact by the digital liaison team to analyze causes of absences. If warranted, Intervention in place (admin/parent meeting, social worker/parent meeting, or student consequences – circumstantial based on student individual situation). • 5 unexcused absences = School Attendance Conference with Parent and Contract in Place. Referred to School Social Worker to analyze causes and barriers impeding school attendance. • 6 or more <i>unexcused</i> absences = Intervention Agreement/Exit list • 5 or more excused absences requires a doctor’s note. • All pre-arranged absences must be cleared utilizing the pre-arranged absence form and must be cleared at least five days in advance of the absence. Digital Academy families can submit this form electronically to SAIAttendance@leonschools.net
<p><u>Tardies:</u> All Periods – Less than or equal to 10 minutes = tardy Greater than 10 minutes = absence</p>	<p><u>Tardies:</u> All periods- Less than or equal to 20 minutes = tardy Greater than 20 minutes = absence</p> <ul style="list-style-type: none"> • Communication is key with technology related issues. Students should communicate with teachers via email, remind, etc, or call the office if there is a log in issue. • Excessive tardies will result in an intervention in order to come up with a solution to the tardies. Parent involvement will be key.