

ATTENDANCE

Should a student be absent, the parent/guardian must contact the office at (503)877-4817 or attendance@WVCS.org by 9:00 a.m. or by 8:15 a.m. if a student is going to be tardy. Consistent school attendance is a major factor in guaranteeing student success. Absences and tardiness disrupt the learning environment.

DEFINITIONS

Absence: students who are not in class when attendance has been posted (fifteen minutes after class has begun). There are two types of absences: **excused** and **unexcused**. These are according to ORS 339.065.

Tardy: not being in class when the tardy bell has rung.

ABSENCES / 1st PERIOD TARDIES

EXCUSED ABSENCE / TARDY	UNEXCUSED ABSENCE / TARDY
Personal illness	Absences due to truancy
Illness or death in the family	Absences uncleared by a parent for two days after the return of a student to school
Medical appointments (please schedule after school hours if possible)	Lateness due to non-emergency situations (i.e. oversleeping, running late, etc.)
Absences that are school-approved (i.e. field trips, athletic events, etc.)	Although all missing assignments must be completed, unexcused tardies / absences may result in partial or no credit for work missed.
Emergencies as deemed excused by administration	Any absence from school which is not in accordance with Oregon Law, even with <u>parental permission</u>, may not be excused by the school.

CONSEQUENCES

<p align="center"><u>1st PERIOD TARDIES</u> A total of 4 tardies for 1st period will be allowed <i>per quarter</i>.</p>	<p align="center"><u>ABSENCES</u></p>
5th Tardy = Lunch Detention	1 unexcused absence = 45 minute after school detention Parent Contact
6th Tardy = After School Detention	2 unexcused absences = 2 hours saturday school parent contact
7th+ Tardy = 1 hour of Saturday School accrued and Conference w/ parents.	3 unexcused absences = Parent conference probationary contract/possible 1 to 3 day suspension

IRREGULAR ATTENDANCE

NON-COMPLIANCE OF REQUIRED ATTENDANCE

Oregon Revised Statute (**ORS**) **339.010** requires all children between the ages of 7 and 18 years of age who have not completed the 12th grade to attend school regularly. The (**ORS**) **339.020** states that **every person having control** of any child between the ages of 7 and 18 is required to send such child to and maintain such child in regular attendance at a public full-time school during the entire school term.

- After 10 absences in a class in a semester, a notice will be sent home to parents.
- After 15 absences in a class in a semester, a 5% reduction of the semester grade will occur on the basis of our belief that much of the learning takes place in the classroom.
- Each additional absence after 15 will result in another 2% reduction of the semester grade.
- After 25 absences in a class in a semester, the student will receive a failing grade for that class.
- Excessive absences may require a doctor's note.
- Failure to immediately return to classes will result in the school's notification of law enforcement officials who in turn will proceed with the citation process per (ORS) 163.577.
- The student will be dropped from all classes.
- The parent/guardian will be required to withdraw the student.
- Absences for athletics and field trips are excluded.