

201: Attendance Policy – Short Term Revision

I. Purpose:

- a. Due to the emergency school closure as a result of COVID 19, the Board of Directors will make the following modification of the attendance policy relating only to the definition of School Day as defined in section II. c, of this policy for only the term of March 23rd, through June 5th, 2020.

II. Policy Statement:

c. School Day

- i. The School day begins at 8:00 a.m. and concludes at 3:30 p.m.
- ii. Instruction begins promptly at 8:00 a.m. Students who arrive after 8:00 a.m. are considered tardy. If a student arrives at school after 8:10 a.m. they must report to the office for a tardy slip before going to class.
- iii. The adult who brings the student to school must accompany him/her to the main office and sign the student in before he/she proceeds to class. The student will receive a tardy slip before entering class.
- iv. School supervision is not provided for students arriving before 7:45 a.m.
- v. Breakfast is served beginning at 7:30 a.m.
- vi. Students may enter the classroom at 7:45 a.m.
- vii. The adult who picks up the student for early dismissal must report to the main office to sign him/her out. Please remember excuse note upon return to school.
- viii. Scheduled dismissal time is 3:30 p.m.
- ix. Students must be picked up on time. Realizing unforeseen circumstances arise the school will send students who remain at school beyond dismissal time to After School Care. If late pick-up becomes routine parents will be charged accordingly.
- x. For the purpose of definition during the emergency closure due to COVID 19, attendance will be defined as:
 1. Any student demonstrating the completion of lessons and materials live or virtually in his/her homeroom class.

Approval and Revision Dates:

APPROVED BY THE BOARD OF DIRECTORS AUGUST 16, 2005

APPROVED BY THE BOARD OF DIRECTORS SEPTEMBER 27, 2018

REVISED AND APPROVED BY THE BOARD OF DIRECTORS JULY 23, 2019

APPROVED TEMPORARY REVISION TO POLICY FOR COVID 19 CLOSURE APRIL 28, 2020