

# ATTENDANCE GUIDELINES

## Policies and procedures

S.C. Compulsory School Attendance Law states that a student is required to attend school 170 out of 180 days. On November 23, 2003, the federal “No Child Left Behind” law created a stricter definition of truancy that affects both the students and parent.

**A student who misses three consecutive unlawful absences or a total of five unlawful absences is considered truant.**

Any student in grades K-12 who misses school must present a written statement signed by a parent/guardian or a medical statement. If the statement is not turned in within three days after the student returns, the absence will be unlawful.

**The maximum number of acceptable parent notes is ten. (10)**

## Lawful Absences

- Student illness that poses a health risk to others.
- Death or serious illness in the immediate family.
- Recognized religious holiday of the student’s faith.
- Activities approved in advance by the principal.
- Medical appointments.

**A student in elementary or middle school must be in attendance at least one half of the school day (elementary – 11:00 am; middle school – 12:00 pm) to be counted as present.**

## Unlawful Absences

- Family vacation
- Skipping
- Missed bus
- Overslept
- Absences without acceptable cause with the knowledge of parent/guardian

**Students with absences beyond ten (10) whether lawful (including medicals), unlawful, or a combination are subject to failure due to absences, pending review by the principal.**

## Intervention Plans

If a student meets the definition of truancy, by law, the school is required to have a conference with the parent/guardian to complete an “Intervention Plan”. The purpose of the intervention plan is to state the reason for the absences and actions that must be taken by the student, parent, and school to resolve the issue. If the student continues to have poor attendance, the student and parent may face court intervention and referral to the Department of Social Services for educational neglect.

**For more information, please feel free to contact: Clover School District Office at 810-8000; Clover High School at 810-8200; Clover Middle School at 810-8300; Oakridge Middle School at 631-8102; Oakridge Elementary at 631-8400; Crowders Creek Elementary at 810-8500; Bethel Elementary at 631-8300; Griggs Road Elementary at 631-8200; Kinard Elementary at 810-8700; Larne Elementary at 810-8600 or Bethany at 810-8800.**