**Students**

**ABSENCES AND EXCUSES**

The Governing Board believes that regular attendance plays a key role in the success a student achieves in school. The Board recognizes its responsibility under the law to ensure that students attend school on a regular basis. Parents/guardians of children between the ages of six and 16 are responsible for sending their children to school full time. Exceptions permitted by law include exemption from attendance or exclusion from school.

The Board abides by all state attendance laws and uses any legal means to correct the problems of excessive absence or truancy.

Absence from school shall be allowed only for health reasons, family emergencies, and justifiable personal reasons, as permitted by law and Board policy and specified in administration regulations.

When students who have been absent return to school, the Board requires that they present a satisfactory explanation verifying the reason for the absence. The following methods may be used to verify student absences:

1. Written note from parent/guardian or parent-representative.
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent-representative. A subsequent written record shall be kept.
3. Any other reasonable method which establishes the fact that the student was actually absent for the reasons stated.

Students should not be absent from school without their parent/guardian’s knowledge or consent except in cases of medical emergency.

**Attendance Policy for Special Programs that Generate Revenue from Actual Enrollment:**

The Governing Board recognizes the need to generate maximum revenue for all District programs. For special District programs that generate revenue through actual enrollment accounting procedures, staff shall develop attendance/absence guidelines. Policy guidelines shall be directly communicated to staff, community, and parents.

Legal Reference: (see next page)
Students

ABSENCES AND EXCUSES (continued)

Legal Reference:

EDUCATION CODE
1740 Employment of personnel to supervise attendance (county superintendent
37201 School month
37223 Weekend classes
41601 Reports of average daily attendance
46000 Records (attendance)
46010-46015 Absences
46100-46118 Attendance in kindergarten and elementary schools
46140-46147 Attendance in junior high and high schools
48200 Children between ages of 6 and 18 years (compulsory full-time attendance)
48205 Absence for justifiable personal reasons
48240-48246 Supervisors of attendance
48260-48273 Truants
48292 Filing complaint against parent
48320-48324 School Attendance Review Boards
48340-48342.5 Improvement of pupil attendance
49067 (b) Unexcused absences as cause of failing grade
8208 Definitions
8261 Rules and Regulations
8263 Rules and regulations concerning eligibility, enrollment and priority of services
CIVIL CODE
25.9 Mental health treatment or counseling services; consent to outpatient treatment by minor
over 12; liability of parents or legal guardian
34.5 Minors; contracts not disaffirmable; pregnancy care
34.7 Minors; diagnosis or treatment of communicable or sexually transmitted diseases; consent
not disaffirmable
34.8 Minors; medical treatment for rape; consent not disaffirmable
34.9 Minors; sexually assaulted; consent to diagnosis; treatment and collection of evidence; not
disaffirmable; contact with parent, parents or guardian 34.10 Minors; 12 years of age or
older; consent to medical care and counseling; not disaffirmable; liability of parent, parents
or guardian for care

CODE OF REGULATIONS, TITLE 5
306 Explanation of absence
420 et seq. Record of Verification of absence due to illness and other causes
18066 Verification of Excused Absences; Policies

Policy
Adopted: 11/13/90 CHULA VISTA ELEMENTARY SCHOOL DISTRICT
Revised: 08/10/93 Chula Vista, California