

Attendance / Activities	E.9
<i>Adopted: July 23, 2013</i>	

The Hilldale Board of Education believes that attendance in regularly scheduled classes is a key factor in student achievement. Thus, any absence from those classes represents an educational loss to the student.

Reporting Requirements

Parents/guardian must notify the school by 9:00 a.m. any day a student will be absent. Students must also provide written documentation to the attendance clerk upon return from an absence.

Any student who is more than ten (10) minutes late to class or who misses more than ten (10) minutes of any class will be considered absent for that class.

Students who are absent in violation of Oklahoma law shall be considered truant and the school principal will notify the proper authorities.

Classroom teachers and building principals will make reasonable efforts to advise parents/guardians prior to assigning a failing grade due to attendance. Attendance notifications will be sent to parents/guardians upon a student's 5th, 7th and 10th absence per semester.

Make Up Work

Students are encouraged to make up any assignments missed due to absences. Each school site will establish a procedure for make up work.