

2016-2017 ABSENCE POLICY



Section 48200 of the California Education Code states that **it is the responsibility of the parents/guardians to see that their children attend school regularly and on-time**. Section 48200 is the law, it's part of the home-school contract, and it's in our promotion policy.

Parents violating 48200 may be subject to prosecution by the District Attorney According to educational research student academic achievement is closely tied to student attendance. It is important that students attend school on a daily basis to ensure continuity and building of skills for learning.

New West Charter School requires all students to complete a minimum of 95% on-time attendance. Please note 95% on-time attendance is defined as no more than 10 absences (unexcused) within the school year.

The following are the only accepted excused absences:

- Medical, dental, optometric or chiropractic appointments (provide medical documentation)
- Illness
- Funeral Service
- Religious Holidays
- College visits for high school seniors (maximum of three visits within the school year)

In order for an absence to be excused the “Student Absence Form” (which is located on our website or in the Front Office) must be completed and signed by a parent or guardian before the start of school on the day of return. “Student Absence Forms” may not be submitted more than two weeks after the absence.

Please note that teachers will not provide make-up work for students who have unexcused absences. This policy includes all requests for core subject make-up work during extended vacations.

****In addition, it is important for all parents/guardians to be aware that New West Charter will not receive funding from the state of California for pupils who are absent from school. This includes ALL absences, including those related to illness, medical, and bereavement. ****

# of Unexcused Absences	ABSENCE POLICY CONSEQUENCES (Non-Compliance Home-School Contract)
THREE UNEXCUSED ABSENCES	<ul style="list-style-type: none"> • FORMAL WRITTEN WARNING to Parent/Guardians including re-issue of Home-School Contract
SIX UNEXCUSED ABSENCES	<ul style="list-style-type: none"> • ABSENCE COMMITTEE CONFERENCE
NINE OR MORE UNEXCUSED ABSENCES	<ul style="list-style-type: none"> • NEW WEST GOVERNANCE BOARD HEARING