

ATTENDANCE

ATTENDANCE POLICY

Upon enrolling at Braymer High School, the student assumes the obligation of attending his/her classes regularly and on time. The student, with the help of his/her parents, is expected to solve the usual problems of health, transportation, and family responsibility in order to keep his/her absences to a minimum. All students are expected to attend school regularly and to be on time for classes in order to achieve maximum benefits from the instructional program and to develop habits of punctuality, self-discipline, and responsibility. Once a student has reported to school, he/she shall not leave the school property during the school day without first obtaining permission from the Principal's Office (i.e. Principal, Secretary). Class participation, in many instances, is one of the areas of student performance used to determine grades. Students are expected to attend all classes every day. Families are urged to schedule vacations and student appointments for when school is not in session.

There is a direct relationship between good attendance and class success. Employers continually place more emphasis on high school attendance records when considering someone for employment. The time that teachers spend helping students with make-up work takes away from the instruction of other students. For these reasons, the Braymer C-4 Board of Education has adopted the following guidelines:

1. No longer will the terms "excused" and "unexcused" be applied to absences.
2. Students will be allowed a maximum of three days of absence for each class enrolled in per quarter. These absences are to be used solely for sickness or unavoidable appointments. Absences due to school-related activities will not count toward the three absences. If a student is 25 or more minutes late for a class, it will be considered an absence, not a tardy, and will count toward the three-absence limit. Absences on the eight-period day count as a full absence for each class enrolled in.
3. These absences should be used with discretion. Working, unless on a work-release program, hair appointments, etc. are not considered reasonable reasons for missing part or all of a school day.
4. Although "excused" and "unexcused" absences are no longer used, parents are required to notify the school at 660-645-2284 of a student's absence each day that they will be absent. Failure to notify the school may result in a case of truancy for the student. The school has an answering machine available outside school hours for notifying school officials of absences. If the notification has not been made, the school secretary will make a reasonable attempt to make the contact to verify the absence. Parents wishing to pick up their child's homework at the end of the school day need to contact the high school secretary prior to 11:15 a.m. to ensure ample time for the work to be collected.
5. When a student accumulates his/her third absence in any one class a quarter, the high school principal will contact the parents by letter.
6. When the fourth and each subsequent absence occurs, any homework that the student missed will not be allowed to be made up, and zeros will be given, with the exception of exams. Exams must be made up within a reasonable amount of time as directed by the individual teacher. Medical and funeral absences may be waived by a doctor's note or funeral announcement only after the three absences for the class have been used.

7. For classes that do not normally require homework or have assignments (Physical Education, etc.), points for participation, dressing out, etc. will be deducted from the students' grade accordingly. These points may only be made up by fulfilling special assignments, reports, etc. based on the individual teacher's discretion and to their satisfaction before the three-absence limit has been reached.
8. After 8 full day absences for the school year, school officials may file a report with the juvenile office for monitoring for any student under the age of sixteen. All doctors' excuses will be maintained in the school office to confirm absences.
9. If a student is absent from school, he/she, cannot attend any school functions that evening. If the student is absent Friday, he/she cannot attend a school function Saturday. These two decisions can be changed only with prior approval by the principal.

It is extremely important that the three absences are used with discretion. No one can predict when an emergency may occur and absence from school will be necessary.

It is the student's responsibility to acquire the work that they missed while absent, not the teachers', although the teachers may remind the students when they see them next. This missed work must be made up within two school days for a single absence. If a student is absent for two consecutive class meetings, they will be allowed one week to make up the missed assignments. In cases of extended illness or other exceptional circumstances, the student may request a hearing by the Board of Education on the above attendance regulations.

Absences due to school sponsored or school-sanctioned activities are not considered absences for the purpose of the attendance policy. Students taking college/technical school/military visits must fill out the necessary paperwork prior to making the visit and upon returning to school must provide the proof of the visit to for the absence to not to be counted against the attendance policy.

STUDENT TARDINESS

Tardy defined: Student shall be inside the classroom before the tardy bell rings.

1. Students should be in their assigned classrooms when the tardy bell has sounded.
2. Teachers are to send every student who arrives late to school to the office for a tardy slip. No exceptions.
3. *Four tardies per semester, total, will result in an after school detention and any other tardies during the semester will result in an ISS. (In School Suspension)

PERFECT ATTENDANCE

Students who qualify for perfect attendance for the school year may not miss more than 7 full class periods during the school year.