

Attendance Policy (5002)

Wisconsin law requires all children between the ages of six and eighteen to attend school full time. A child who has turned 18 must attend until the end of the term, quarter, or semester following his or her 18th birthday. Legal responsibility for school attendance rests with the parent/guardian or with the student in the event a student is a student not covered by the compulsory attendance laws.

It is the responsibility of parents/guardians to notify the school as soon as possible when your child will be absent. The following are valid reasons for your child to miss school and are considered excusable absences. All other absences are unexcused. Parents/guardians have the right to excuse a child from school for up to ten (10) days per year. Parents/guardians will be notified via letter when the excused absences reach the equivalent of seven (7) days, and again when the excused absences reach the equivalent of ten (10) days. Absences after the ten (10) days will not be excused unless documentation from a service provider is made available to the school.

- ❖ Personal Illness
- ❖ Medical/dental appointments
- ❖ Family Emergencies (where the child is needed to ensure family well-being)
- ❖ Inclement Weather
- ❖ Funerals
- ❖ Vacation
- ❖ Required legal appearances
- ❖ Designated religious holidays
- ❖ Educational or district-sponsored activities (approved by the principal)

When a student returns from an absence, she/he/they must present a written excuse within three (3) school days of her/his/their return to school, or the absence shall be considered unexcused or unlawful. A written excuse from a doctor will also be required of any student who has been absent for three (3) consecutive school days.

LEGAL REF.: Wisconsin Statutes Sections

118.125 Pupil Records

118.15 Compulsory School Attendance

118.153 Children at risk

118.16 School attendance enforcement

118.162 Truancy committee and plan

118.163 Municipal truancy and school dropout ordinances

Adopted: 8/28/22