

## “EVERY MINUTE COUNTS”

### LA. SCHOOL ATTENDANCE GUIDE

Students are expected to be in attendance every minute of every school day.

#### Key Components

- ❖ Minimum attendance requirements: K - 8 students - 167 days per year; 9 -12 students - 83.5 days per semester
- ❖ Exceptions to the attendance regulation shall be the enumerated extenuating circumstances below that are verified by the Office of CWA or the school principal/designee. These exempted absences do not apply in determining whether a student meets the minimum minutes of instruction required to receive credit:
  1. **Extended personal physical or emotional illness** as verified by a physician or nurse practitioner licensed in La.
  2. **Extended hospital stay** as verified by a physician or dentist
  3. **Extended recuperation from an accident** as verified by a physician, dentist, or Nurse Practitioner licensed in La.
  4. **Extended contagious disease within a family** as verified by a physician or dentist licensed in La.
  5. **Quarantine** due to prolonged exposure to or direct contact with a person diagnosed with a contagious, deadly disease, as ordered by state or local health officials
  6. Observance of **special, recognized holidays of the student’s own faith**
  7. **Visitation with a parent who is a member of the United States Armed Forces** or the National Guard and such parent has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting. Excused absences in this situation **shall not exceed five school days per school year.**
  8. **Absences verified by the school principal or designee as stated below:**
    - a) Prior school system-approved travel for education;
    - b) Death in the immediate family (not to exceed one week); or
    - c) Natural catastrophe and/or disaster
  9. **Minors** engaged in artistic or creative services

For any other circumstances, parents must make formal appeal to CWA

#### Types of Absences

1. **Non-exempted excused absences**-are absences incurred due to personal illness or other acceptable excuse (documented by a parent note) which are not considered for purposes of truancy, but which are considered when determining whether or not a student is eligible to make up work and tests, receive credit for work completed, and receive credit for course and/or school year completed.
2. **Exempted excused absences**-are absences incurred due to personal illness or serious illness in the family (documented by a physician, nurse practitioner or dentist) or other extenuating circumstances exempted by law which are not considered for purposes of truancy and which are also not considered when determining whether or not a student is eligible to make up work and tests, receive credit for work completed, and receive credit for course and/or school year completed.
3. **Unexcused absence**-any absence not meeting the requirements set forth in the excused absence and extenuating circumstances, including but not limited to absences due to any job unless it is part of an approved instructional program. Students shall be given failing grades in those days missed and shall not be given an opportunity to make up work.
4. **Suspension**-a non-exempted absence in which a student is allowed to make up his work and is eligible for consideration for credit provided it is completed satisfactorily and in a timely manner. The absence is considered when determining whether or not a student may or may not be promoted, but is not considered for purposes of truancy. Students absent from school as a result of any suspension shall be counted as absent.

Reference: LDE Bulletin 741 Section 1105

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