

RED LION AREA SCHOOL DISTRICT

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“WE ARE LIFELONG LEARNERS”

Attend Today=Achieve Tomorrow!

Regular school attendance is a critical contributor to student success. Board **Policy 204 – Attendance**-which is based upon Pennsylvania Public School Code, provides attendance guidelines for students. Understanding this attendance policy will help prevent truancy issues and unwanted citations.

- Reasonable cause for absence from school includes, but is not limited to, the following conditions:
 1. Illness.
 2. Quarantine.
 3. Family emergency.
 4. Death in family.
 5. Family educational travel, with prior approval.
 6. Educational tours and trips, with prior approval.
- Absences shall be treated as unlawful until the district receives a written excuse signed by the parent/guardian stating the reason for the absence, to be submitted within three (3) days of the absence.
- A maximum of ten (10) days of cumulative absences verified by parental notification shall be permitted during a school year. Absences beyond ten (10) cumulative days shall require an excuse from a licensed physician.
- The Board shall excuse the following students from the requirements of attendance at the schools of this district:
 1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical, or other reasons so urgent as to preclude regular attendance.
 2. Students enrolled in non-public or private schools in which the subjects and activities prescribed by law are taught
 3. Students attending college who are also enrolled part-time in district schools.
 4. Students attending a home education program in accordance with the law.
 5. Students fifteen (15) or sixteen (16) years of age whose enrollments in a private trade or business school have been approved.

6. Students fifteen (15) years of age, and fourteen (14) years of age who have completed sixth grade, who are engaged in farm work or private domestic services under duly issued permits.
 7. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.
- Students who need an early dismissal must bring a note from their parents to the school's office. **NO STUDENT MAY LEAVE A BUILDING WITHOUT PERMISSION.** Should any student become ill during school hours, s/he shall report to the school nurse who will, if necessary, make arrangements for the student to be picked up by a parent/guardian or assigned person from the student's information sheet.
 - Under no circumstances will a student be dismissed from school or released in the custody of any person for any purpose or emergency, unless, in the best judgment of the principal or person in charge of the building, the person has been properly identified as the parent or guardian. This identification must be personal, i.e., not on the basis of a telephone conversation.
 - Red Lion Area Schools shall excuse students for a total not to exceed five (5) days of planned educational travel provided that approval of the responsible administrator is granted in advance. Requests for Excusal for Educational Trips, available in each school office, must be completed and returned at least one (1) week prior to expected absence.
 - After three (3) days of unlawful absence, the parent/guardian and student will receive written notice that future unlawful absence will result in parental fine. Once attained, this notice status will continue through the student's career at each respective level, i.e., elementary, junior high, to high school. If a second fine is levied, Children and Youth Services will be notified.

The entire five pages of **Policy 204-Attendance** may be viewed on our website www.rlasd.net If you should require additional information, or to request a hard copy of this policy, please contact your building principal. Visit www.attendanceworks.org for more resources on regular attendance.