

Purpose

To define the school system student attendance policy

Definitions

Lawful Absence - Students presently enrolled in public schools are considered lawfully absent from school, including absence for any portion of the day, only under specific conditions as indicated in COMAR 13A.08.01.03 and in policy regulations.

Unlawful Absence - An absence, including absence for any portion of the day, for any reason other than those cited as lawful is presumed to be unlawful and may constitute truancy.

Truancy – The failure of a student to attend school regularly as required by law, without lawful cause for absence.

Tardy – The failure of the student to attend school or a given class at the start of instruction.

Full day - A student in attendance for four (4) hours or more of the school day.

Half day - A student in attendance for at least two (2) hours of the school day but less than four (4) hours.

Partial Day - A student scheduled for less than a full day is to be counted present based on the amount of time he/she is scheduled (see Maryland Student Records Manual).

Policy Statement

Regular school attendance is expected of all students in the Allegany County Public Schools. School attendance is directly related to school achievement. In order to maximize academic achievement, there must be a unified effort by all school staff, parents, students, and the community to improve overall school attendance. School administrators, teachers, and support staff are expected to make all reasonable attempts to assist students and parents in addressing those factors which cause students to be absent from school.

Legal Reference			
Policy History	Adopted	Reviewed Revised May 9, 1995	Revised Revised June 8, 1999 Effective July 1, 2000 May 13, 2008, 1 st Reading June 10, 2008, 2 nd Reading