

SCHOOL ATTENDANCE Expectations and Understandings

What does the law say?

Delaware Code (Title 14, Chapter 27) states that all students in grades K-12 must attend school or may be in violation of the attendance laws. Students are allowed up to three (3) unexcused absences during the course of the school year. After that time, the student may be considered truant.

Why is school attendance important?

Maintaining good attendance is essential to academic and school success. Important new and challenging material is presented each day, building on concepts previously taught. Your child can only be expected to learn and reach their full potential if they are on time and present in school every day.

What types of absences are excused? (notes are required)

- When your child is ill
- When your child has a medical appointment
- A death in the immediate family (parent, sibling, grandparent)
- A contagious illness
- Observance of a religious holiday
- Legal business involving the child (for example a court hearing)
- Suspension from school

What types of absences are NOT excused?

- Vacations/travel are NOT excused absences
- Oversleeping or missing the bus
- Car problems
- Relatives visiting from out of town
- Child's birthday
- Staying home to babysit or work

Recommendations

- Ensure your child is in school, on time, every day
- Whenever possible, schedule medical and dental appointments before or after school
- Send a note with your child when he/she has been absent. Absences will be considered 'excused' only for the reasons listed above
- Understand and follow school procedures for arrival and dismissal



ARRIVAL AT SCHOOL

1. Buses begin unloading at 8:15 AM
2. Car line begins at 8:15 AM
3. Car line ends at 8:40 AM
4. Breakfast is served until 8:50 AM
5. Parents arriving after 8:40 AM:
 - a. Parents must walk their student into school through the Main Office and sign the student in.
 - b. **Parents with excused reasons** for late arrival (see excused absences on reverse side) must present the excuse note to the office worker, and sign their student in on the appropriate log
 - c. **Parents arriving late for an unexcused reason** (see reverse side) must sign their student in on the appropriate log, and wait in the designated area to speak with the Truancy Specialist or the Interim Executive Director
 - d. **Parents may not just drop off their child and drive off - this is a safety issue for many reasons and will not be tolerated.**

SCHOOL DISMISSAL and REQUESTS FOR BUS/STOP CHANGES

1. School pick-up begins at 3:20 PM
2. Parents who pick their child up after 3:45 PM will be charged \$5.00 per minute.
3. Due to safety and security issues, **NO PHONE REQUESTS** will be accepted to change bus stops or buses.
 - a. If there is a need to make a change for a bus stop or bus for transportation home, requests must be in writing and presented to the school office no later than 9:00 AM
 - b. Frequent changes create scheduling and safety issues that may require parent conferences
 - c. **If there is an emergency need to make a change for a bus stop or pick up dismissal, the change must be e-mailed to your student's teacher and to aaa.transportation@academia.k12.de.us not later than 12:00PM.** All emergency requests will be acknowledged by an Academia staff member before dismissal.