

## ATTENDANCE PHILOSOPHY AND PROCEDURES

Focus Learning Academy believes daily attendance is a foundational piece of a student's academic success. In creating an environment for that academic success, the school works with students and their parents/guardians to encourage consistent ongoing attendance. Regular school attendance and classroom interaction are important parts of the educational process. Prolonged or repeated absences disrupt not only the education of the individual but also the continuity of the process in the entire classroom. Focus urges parents/guardians to minimize the time their students are absent from class. Focus is responsible for knowing where our students are each day. Please help us keep an accurate account of your child's daily attendance.

**Please report all absences to the office by calling 614-547-0920 and press 1.**

Please include the following information:

- Person calling
- Student's name
- Parent/guardian phone
- Student's grade
- Date
- Reason for absences

Parents/Guardians may call the 24-hour attendance line at 614-547-0920 (press 1) to report that a student will be absent from school. Focus kindly requests that parents/guardians call the office before 9:00 a.m. if their child will be absent. If a parent/guardian does not contact the office when their child is absent, the school will verify absences by phone the day the absence occurs.

The statutes of the Ohio Revised Code governing school attendance are specific and leave little option for school authorities to excuse students from school except for:

- Personal illness
- Death in the family
- Quarantine of the home
- Religious holidays
- Medical or dental appointment (partial days in most cases)
- Family Emergency
- Field Trips
- Illness in the family
- Volunteers to serve as precinct officer for elections

Focus strongly discourages vacations or extended absences during the days school is in session. If a parent/guardian wishes to take a child out of school for any period of time for reasons other than those listed above, the parent/guardian must contact the office in advance.

### Truancy

Ohio law specifies that a student is excessively absent with a nonmedical excuse or without legitimate excuse from the public school the child is supposed to attend for thirty-eight or more hours in one school month, or sixty-five or more hours in a school year. A student is considered habitually truant if the student is absent without a legitimate excuse for 30 or more consecutive hours, 42 total hours in a month or 72 or more hours in a school year.

Focus will contact parents when students have reached an excessive amount of absences and will request a meeting if a student becomes habitually truant. If a student is habitually truant, Focus will work with parents and the student to have a plan to help increase attendance.