

ATTENDANCE POLICY 2020-2021

Eagle Learning Center students are expected to attend school on each scheduled school day for five (5) hours Monday through Friday. Session 1 is 7:30 AM – 12:30 PM and Session 2 is 12:30 PM – 5:30 PM.

For remote learners, students are expected to be online in GradPoint for 5 hours a day or 25 hours within the week Monday – Friday. There are exceptions for those in extreme circumstances, decided by the Superintendent, for students who can not work online Monday through Friday, but on the weekends to still be compliant with the attendance policy.

When a student is absent, he/she will provide a note explaining the absence upon his/her return to school **within 5 days of being absent**.

Each note should include:

- The date the note was written
- Full name of the student
- The date(s) the student was absent
- The reason for the absence
- Signature of parent/guardian if the student is under 18
- Telephone number where parent/guardian may be reached

Excused absences for in-class students and remote learners:

- Temporary internet outage for individual students or households;
- Unexpected technical difficulties for individual students or households, such as password resets or software upgrades occurring at inopportune times, such as during a teacher-led remote learning lesson;
- Student absence due to COVID-19 until alternative arrangements can be made
- A medically excused absence occurs any time a student is out of school due to illness or medical visit (physician, dentist, mental health, etc.). Medical excuses will be accepted in the form of doctor's note **within five school days of the absence or parent call-in on the day of the absence due to illness or doctor's visit**. A student may have up to 10 medically excused absences without a doctor's note, but with a parent call-in. Medical excused absences will be accepted through this process for students participating both in-person and remotely. This policy will be extended beyond 10 days if the student or someone in the student's family is in quarantine due to COVID-19 or experiencing symptoms of COVID-19.

Additional responsibilities of the teachers and staff:

- Monitoring daily absences of students and staff for trends.
- Ensuring as much as practicable that ***policies do not penalize staff or students*** who contract COVID-19.

Students who do not bring a note will within 5 days of their absenteeism, their absence will be marked as an unexcused absence. Should a student accumulate unexcused absences, we will pursue the consequences outlined below.

The Eagle Learning Center is required by law to withdraw students who do not attend for 14 consecutive school days where the absences are unexcused.

A student of compulsory school age (under 18 years of age) is defined as a chronic truant if that child is absent from school (unexcused) for 7 or more consecutive school days; 10 or more school days in a month; or 15 or more school days in a year. **Ohio Revised Code, Section 2151.011**