

Board Policy

Code No. 501.9

STUDENT ABSENCES - EXCUSED

Regular attendance by students at school is essential to obtain the maximum opportunities from the educational program. Parents and students alike are encouraged to ensure an absence from school is a necessary absence. Students shall attend school unless excused by the building administrator/designee.

Student absences approved by the administration shall be excused absences. Excused absences shall count as days in attendance for purposes of the truancy law. The following reasons for absence from school shall be considered as excused absences by the building administrator/designee:

1. Personal illness or accident;
2. Death or serious illness/injury in the immediate family, household, or close friendship;
3. Recognized religious observances which have been given prior approval by the building administrator/designee;
4. Medical/dental or business appointments which cannot be made other than during school times;
5. Educational trips which have been given prior approval by the building administrator/designee;
6. Family vacations which have been given prior approval by the building administrator/designee; or
7. Other compelling situations which are approved by the building administrator/designee if suitable reasons are submitted.

Arrangements for make-up work must be made by the student prior to any known or anticipated absence. Failure to make arrangements may result in loss of credit for school work missed during an excused absence.

Students who wish to participate in school-sponsored activities must attend school the entire day of the activity unless permission has been given by the building administrator/designee for the student to be absent.

It is the responsibility of the parent to notify the student's attendance center as soon as the parent knows the student will not be attending school on that day. The principal may request evidence or written verification of the student's reason for absence.

A student's absence, even though excused, still affects the student's education. Efforts should be made by both students and parents to minimize the number of excused absences. These absences would be considered as part of the attendance requirements as stipulated in Board Policy #501.11 for students.

It shall be the responsibility of the Superintendent, in conjunction with building administrators, to develop administrative regulations regarding this policy.

Legal Reference: Iowa Code §§ 294.4; 299 (2011).
281 I.A.C. 12.2(4).

Cross Reference: 501 Student Attendance
503 Student Discipline
504 Student Activities
506 Student Records

Bettendorf Community School District
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