



ATTENDANCE

The law in Michigan governing compulsory attendance requires a parent, legal guardian, or other person having control or charge of a child age six to sixteen to send the child to school during the entire school year.

Excused Absences

An absence will be considered excused when the parent/guardian informs the school by 9:00 a.m. the day of the absence. If there is no notification before this time, the absence WILL BE UNEXCUSED. NO EXCEPTIONS.

Excused absences are:

- Religious observations
- Personal sickness (including medical and dental visits) or illness of a family member
- Death in the family
- Court Matters
- Other urgent situations

All homework missed due to excused absences can be made up. Students are allowed two days to make up a missed assignment. It is the student's responsibility to find out what assignments they have missed.

Unexcused Absences

When the parent/guardian does not inform the school of the child's absence and reason for the absence by 9:00 a.m. that school day, the absence will be marked unexcused. After the third (3rd) unexcused absence, a meeting will be held with the principal and the parent. If the matter is not resolved through the meeting with the principal, the matter will be referred to the truancy prosecution office in the county.

Truancy

Truancy is a child's willful absence without lawful excuse from one or more class periods on ten or more different school days. When a student is classified as a continuing truant, the school may notify the student's parent or legal guardian that the child is considered truant and inform the parents of the provisions of Michigan Compulsory Attendance Law regarding truant students. The school may also refer a continuing truant to the County Attorney's Office Truancy Intervention Program.

- Maintaining good school attendance is necessary to ensure the successful academic achievement of students. However, if there is a pattern of poor attendance, which includes unexcused or truant absences, the parent and student will be subject to appear at a truancy adjudication hearing.
- After the student has three (3) unexcused absences, the school will call the parent/guardian or send a reminder letter about the student's attendance.
- After six (6) unexcused absences, the school will send a warning letter,



reminding the parent of the need to improve the student's attendance and compulsory attendance law. The school will work closely with both student and parent to improve the student's attendance.

- After ten (10) unexcused absences, truant students and parents of truant students are subject to prosecution by the prosecutor's office. In the case of students under the age of 12, the parent shall be held responsible and is subject to prosecution by the County Prosecutors Office for Educational Neglect.
- After 10 absences students may be referred to State Department of Human Services.

Loss of Credit

After ten (10) excused or unexcused absences, a student may lose credit for the classes the student is enrolled in that semester.

Extended Absences (Excused or Unexcused)

After 10 consecutive absences the school has the authority under conference with the parent and school administration to withdraw a student from the Academy and the student can reapply to the GEE Academy during enrollment period.

Tardiness

- A tardy is considered excused if the parent walks in with the child and signs his/her child in if they arrive before the 9:00 a.m. absence deadline.
- If a student is going to arrive at school later than 9:00 a.m., the parent must call the attendance line and let the school know.
- If there is no phone call prior to 9:00 a.m. the student will be marked absent.
- Five (5) unexcused tardies will be counted as one unexcused absence.
- After the fifth (5) unexcused tardy a student will NOT be allowed in school without a parent-principal conference held to develop a plan on how to decrease the student's tardiness.

Retention Policy

The school board has the authority to retain pupils on the basis of their failure to achieve at the appropriate level or on school year attendance. It is the policy of the school board that students who fail three of the five core subjects (Reading, Writing, Math, Science and Social Studies) the student will be retained. Regarding the rights of a parent on this issue, the law does recognize: "It is the natural, fundamental rights of parents as legal guardians to direct the care, teaching and education of their children. The public schools of this state serve the needs of the pupils by cooperating with the pupil's parent and legal guardians to develop the pupil's intellectual capabilities and vocational skills in a safe and positive manner."

This authority does not give a parent the ability to determine at what grade level their child shall be placed. While the school board policy may consider the recommendation of a parent as an objective standard and incorporate it in the promotion and retention recommendations, the ultimate decision lies with the school and school board.



High school students may have the opportunity to recover credit at the Academy, after school or on a Saturday based on student and Academy schedules. Only those students who have transferred into the Academy from a school out of state or the United States can recover credit during school day hours.

Summer school programs for elementary and middle schools are not a recovery program. For those students who participate in the summer school program, it does not replace the recommendation for retention by the Academy.

Absence from Physical Education Classes and/or Recess

Requests that a child be excused from Physical Education or outdoor play at recess need to be accompanied by a note from the parent or physician explaining the reason. Parents that request their child not to participate in Physical Education or recess for more than a day should submit a physician's statement giving the physical reason for the excuse from participating in any physical activity. Both physical education and outdoor recess are considered a part of the school program and children are expected to participate in these activities.