

## Procedure 503 – STUDENT ATTENDANCE

- I. The parent/guardian of a student is to notify the school of the absence and the reason for the absence by 10:00 am of the day the student is absent.
- II. If the school is not informed of the absence, school personnel will contact the parent/guardian.
- III. Students who are absent from school or class, regardless of the reasons, are required to make up all assignments missed.
- IV. The school will inform the parent/guardian if a student's absenteeism becomes excessive and there is a danger of the student losing credit due to incomplete work.

Procedure 503 Dated: 5/20/03  
(formerly Procedure 5111)

Procedure Revised: 2/20/96  
Procedure Dated: 7/21/76

Legal References:  
M.S. 120A.22, subd. 12 – School  
Attendance

School Board  
INDEPENDENT SCHOOL DISTRICT 279  
Maple Grove, Minnesota