

ATTENDANCE

Parents/legal guardians are required to do the following:

- a. **Notify the school if their child will be absent that school day by 8:30am.**
- b. **Submit written documentation stating the reason for the child's absence (Example: medical/dental appointments, under doctor's care, hospitalized, etc.)**

Regular attendance is essential for success in school. The *Compulsory School Attendance Law* of the District of Columbia requires students in Kindergarten through 12th grade to enroll and attend school on a regular basis. Parents/legal guardians have the legal responsibility to ensure that their children conform to this legal mandate. Eagle Academy has the right to administratively withdraw a student with excessive consecutive absences. As a charter school, Eagle Academy is sanctioned and chartered by the DC Public Charter School Board. It mandates that all students have at least 85-95% attendance for the school year.

We strive to have all Eagle Academy students reach a 95% attendance milestone, or better. Early childhood education, especially for the three- and four-year old students, builds the foundation for student success in Kindergarten, and beyond. Please make sure that as a parent/legal guardian you bring your children to school every day. Any absences, including a late arrival, early dismissal, or other absence from any portion of the instructional day, without a valid excuse, shall be recorded as an unexcused absence. The following are valid attendance excuses authorized by the Eagle Academy Board of Trustees:

1. Student illness and or Medical/Dental Appointments with documentation.
2. Illness or family emergencies, which require the presence of the child in the home.
3. Death in the immediate family.
4. Exclusion, by direction of the District of Columbia, due to quarantine, a contagious disease, an infestation, or other conditions requiring separation from other students for medical or health reasons.
5. Student attendance to any judicial proceeding as a plaintiff, defendant, witness.
6. Observance of religious holidays as members of a religious group.
7. Lawful suspension or exclusion from school by school authorities.
8. Temporary closing of facilities or suspension of classes due to severe weather, official activities, holidays, malfunctioning equipment, unsafe or unsanitary conditions, or other condition(s) requiring closing or suspension of classes.
9. Absences to allow a student to visit their parent/legal guardian, who is in the military; immediately before, during, or after deployment.
10. Other absence(s) approved in advance by the Principal upon written request of a parent/legal guardian.

Truancy is defined as a child's absence from school without the proper knowledge or permission of the parent/legal guardian or the school. Chronically truant is defined as a student who accrues 10 or more unexcused absences within a single school year. Eagle Academy will report any school aged children ages 5-10 to OSSE and Child and Family Service Agency after the accrual of 10 unexcused absences. Eagle Academy will report any school aged children ages 5-10 to the Metropolitan Police Department within two days after the 10th absence and every 10 thereafter, with written notification to the

parent/legal guardian. Eagle Academy will withdraw any PreK-3 and PreK-4 student after an accrual of **20 or more consecutive unexcused absences.**

