

‘Aiea High School

Attendance Policy

Compulsory Attendance Law: Hawaii Revised Statutes (HRS 302a), Public schools require a child six years of age and not yet eighteen on or before December 31 of any school year to attend either a public or private school unless excused from school.

Excused Absences and Tardies - Due to the following reasons:

- Illness/Injury (5 consecutive or cumulative will require a doctor’s note)
- Medical/Dental appointment (Must bring a doctor’s note)
- Court appearance/Citation (Court document)
- Family Court Hearings (Court document)
- Funeral (Family program/newspaper clipping)
- Absence approved by Administration
 - Attendance due to trips must be approved by the Principal prior to any student taking a trip during the school year
 - Students must see grade level counselor to review grades, absences, bring an itinerary of events for the trip, confirmation of college visit or other event

Students are required to turn in attendance verification immediately upon return to the front office.

Tardies:

- Students who arrive late to school should report directly to the office
- If the tardy is an excused tardy, the student must register the tardy by presenting an excuse note to the office

Hallway/Restroom Pass:

All students out of their classrooms are required to have a hallway pass issued by the classroom teacher. The student planner is highly encouraged as the hallway pass.

NOTE: Students with unexcused absences and tardies may be required to serve detention during lunch, after school or attend Saturday class. A court petition may also be filed for truancy per Compulsory Attendance Law.