

# Attendance Information and Incentive/Reward Program



## **Attendance Information**

- School Day is 8:00-3:10
- A tardy- is any student who arrives after 8:00
- An early dismissal – is any students who leave before 2:30
- 3 tardies or 3 dismissals = 1 absence
- Anytime your child misses, you need to send in a note-that is a parent note-these are marked as excused for attendance policies, but may affect field trips/other incentives and the attendance reward program. . You may write 5 of these per semester.  
(5-beginning of school to Christmas Break, 5 from New Year to end of school)
- Any time your child has a Dr. appointment of any kind, you need to ask them for a school excuse. These will be coded as Dr. Notes.
- The notes also apply for coming in late or leaving early.
- Any absence that does not have a note will be considered UNEXCUSED.
- 5 unexcused absences, a letter will be sent from the BOE that requires a meeting with the principal at the school.
- At 10 unexcused absences, the BOE may pursue action in court for truancy.
- Office closed 2:55-3:25

## **Attendance Incentive/Reward Program**

Dear Parents/Guardians,

We are trying to motivate students to come to school EVERY DAY, ON TIME, and are offering the below incentives. These are extra rewards that students get just for coming to school EVERY DAY, ON TIME. These rewards are an extra incentive for those students who qualify.

<u>What</u>	<u>Frequency</u>	<u>Who Gets It</u>
Pizza/Party	Quarterly	Top class in each grade level with highest daily attendance percentage in the school
Trophy	Quarterly	Top class per grade level with highest daily attendance percentage
Ice Cream Sundae Bar	Monthly	Those students with perfect attendance for the month. This means 0 absences and 0 tardies and 0 early dismissals. This incentive can be earned every month!
Stonewall Jackson Outing / Day at the Lake	End of year (May)	Those students with 4 or less TOTAL absences for the year will be invited to attend. Total absences means 5 or more (including parent or doctor notes). Only those with less than 5 absences for the ENTIRE year will be invited to attend.