

# Attendance Policy for Grace Christian School

## REGULAR ATTENDANCE IS ESSENTIAL FOR LEARNING

Regular attendance is critical to your child's education. Disruptions to your child's school attendance can have a significant impact on his or her academic performance.

Your child should attend school consistently and should be absent only for illness or emergencies.

Excused absences:

- School-related activities, with prior approval from administration, will be excluded from the number of allowable absences.
- A student suffering serious illness or injury will be excused. A doctor's note will be required.
- Students absent from class due to school-related business are considered in attendance.
- Students participating in religious instruction or exercises are excused, not to exceed more than four days a year.
- Family trips will be excused as long as the office is notified at least ONE WEEK in advance of the trip.
- Funerals of immediate family members will be excused.
- The Administration reserves the right to determine whether an absence will be excused on a case by case basis if it is outside of the parameters already given.

***A student who has eight (8) days of unexcused absence in any class in a semester may receive no grade and lose credit for the class. The student will also be prohibited from participating in extracurricular activities for the semester. Parents will be notified of absences on a timely basis.***

***In the case of **unexcused absence**, the student will not be allowed to make up work and will be given zeros on all assignments, quizzes, and tests on that day.***

***With **excused absences** the student will be given three days to make up all work if they are in middle school/ high school. The student will have five days if they are in elementary school.***

### WHEN YOU ARE ABSENT —

Parents must call the school during normal business hours (8:00 a.m. – 3:00 p.m.) the first day the student is absent to notify the school. 662-773-8524

### Student Drivers:

Student's who are leaving school before 3:15 must have a note with a parent's signature before they will be allowed to sign out. A parent may also call the school and check out the student. A text message from the parent will NOT be accepted for the student to check out of school. Seniors will be the only students allowed to sign themselves out.

## Tardies:

Tardies will pertain to high school and middle school students grades 7-12<sup>th</sup>.

A student is considered tardy at 7:51

When the student receives 3 unexcused tardies a detention will be issued.

When the student has accumulated 6 detentions due to tardiness a suspension of 1 day will issued and the student will be given an unexcused absence on the day of their suspension.

If the detentions exceed 6 a parent conference will be scheduled to find a solution for the ongoing tardiness.

## Eligibility for Extra Curricular Activities

Any student participating in school sanctioned athletics or fine arts events must be present for a minimum of 4 periods to be able to attend practice, games, play practice, or the play/musical. The only exception is in the case of an excused absence, and it must be cleared by the administration before the student is allowed to participate. All students participating in extra curricular activities must maintain a cumulative GPA of 2.0 (which is a C average). If a student fails to maintain a 2.0 GPA they will be put on probation for one 9 weeks where they will have the opportunity to raise their GPA. If the student fails to do so they will not be allowed to participate in athletics or fine arts until the GPA is brought up to a 2.0.