

ABSENCES AND EXCUSESExcused Absences

A. Subject to any applicable limitation, condition, or other requirement specified in law, a student's absence shall be acceptable for any of the following reasons:

1. Personal illness
2. Quarantine under the direction of a county or city health officer
3. Medical, dental, optometrical, or chiropractic appointments
4. Attendance at funeral services for a member of the *student's* immediate family, which shall be limited to one day if the service is conducted in California or three days if the services is conducted out of state.
 - a. "Immediate family" shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister, or any relative living in the student's immediate household
5. Jury duty in the manner provided by law
6. The illness or medical appointment during school hours of a child to whom the student is the custodial parent
7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to:
 - a. Appearance in court
 - b. Attendance at a funeral service
 - c. Observation of a *religious* holiday or ceremony of his/her religion
 - d. Attendance at religious retreats not to exceed for no more than four hours per semester
 - e. Attendance at an employment conference
 - f. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization on the legislative or judicial process
8. Service as a member of a precinct board or an election pursuant to Elections Code 12302
9. To spend time with his/her immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment.

Such absence shall be granted for a period of time to be determined at the discretion of the Superintendent or designee.
10. Attendance at a naturalization ceremony to become a United States citizen
10. 11. Participation in religious exercises or to receive moral and religious instruction instruction at the student's place of worship or other suitable place away from school in accordance with district policy
 - a. In such instances, the student shall attend at least the minimum school day

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~~b. The student shall be excused for this purpose on no more than four days per school month~~

Absence for student participation in religious exercises or instruction shall not be considered an absence for the purpose of computing average daily attendance if the student attends at least the minimum school day as specified in AR 6112 - School Day, and is not excused from school for this purpose on more than four days per school month.

12. Work in the entertainment or allied industry

Such absence shall be excused provided that the student holds a work permit authorizing such work and is absent for a period of not more than five consecutive days and up to five absences per school year

13. Participation with a nonprofit performing arts organization in a performance for a public school audience

A student may be excused for up to five such absences per school year provided that the student's parent/guardian provides a written explanation of such absence to the school.

14. Other reasons authorized at the discretion of the principal or designee based on the student's specific circumstances

For the purpose of the absences described above, immediate family means the student's parent/guardian, brother or sister, grandparent, or any other relative living in the student's household.

Method of Verification

Student absence to care for a child for whom the student is the custodial parent shall not require a physician's note.

~~When a student who has been absent returns to school, he/she must~~ *For other absences, the student shall, upon returning to school following the absence, present a satisfactory explanation verifying the reason for the absence. Absences shall be verified by the student's parent/guardian, other person having charge or control of the minor, or the student, or the student if age 18 or older.*

When an absence is planned, the principal or designee shall be notified prior to the date of the absence when possible.

The following methods may be used to verify student absences:

1. Written note, fax, or email, *or voice mail* from parent/guardian, *or* parent representative.
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - a. Name of student
 - b. Name of parent/guardian or parent representative

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- c. Name of verifying employee
 - d. Date(s) of absence
 - e. Reason for absence
3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated. The employee shall document the verification and include the information specified in item #2 above.
 4. Physician's verification
 - a. When excusing students for confidential medical services or verifying such appointments, district staff shall not ask the purpose of such appointments but may ~~contact a~~ *request a note from the* medical office to confirm the time of the appointment.
 - b. ~~When a student has had 14 absences in the school year for illness verified by methods listed in #1-3 above, any further absences for illness shall be verified by a physician.~~ *If a student shows a pattern of chronic absenteeism due to illness, district staff may require physician verification of any further student absences.*

Parental Notifications

At the beginning of each school year, the Superintendent or designee shall:

1. *Notify parents/guardians of the right to excuse a student from school in order to participate in religious exercises or to receive moral and religious instruction at their places of worship, or at other suitable places away from school property designated by a religious group, church, or denomination.*
2. *Notify students in grades 7-12 and the parents/guardians of all students enrolled in the district that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian.*
3. *Notify parents/guardians that a student shall not have a grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time. Such notice shall include the full text of Education Code 48205.*

Date

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Silver Valley Unified School District