

## NHS Attendance Guidelines 2008-2009 School Year

Type of Absence	Limit	Time Frame	Consequence
<b>Tardy (Late to class for any reason up to 15 minutes)</b>	No school-wide consequence for first 9 tardies to class	By semester; teacher may have classroom consequences	One 45 minute detention for each tardy from 10 through 14; 2 detentions for 15 through 19 <sup>th</sup> tardies; In-School Suspension (ISS) plus detentions for failure to serve as assigned; automatic ISS beginning with 20 <sup>th</sup> & subsequent tardies
<b>Excused Absence by a Parent</b>	Parents allowed 12 absences per school year	By the school year; students must make up work to earn credit	Absences in excess of 12 are unexcused
<b>Unexcused Absence</b>	No school-wide consequence for first three unexcused absences from a class	By 9 weeks; no credit for work missed for an unexcused absence	Student fails any course in which they have 4 unexcused absences in 9 weeks
<b>Medical Absences</b>	No consequence if note is signed by an approved medical professional	Note must be turned in to office within 3 days of absence	Contact Attendance Clerk at extension 2234 or appropriate Asst. Principal
<b>Truancy</b>	3 consecutive school days of unexcused absences requires truancy report	Any 5 days of unexcused absences in a semester requires a truancy report	Any 7 days of unexcused absences in a year requires a truancy report