

Fullerton School District

Board Policy

Students

BP 5113

Absences and Excuses

Board Adopted: June 10, 2005

Board Revised: July 28, 2015

The Board of Trustees believes that regular attendance plays an important role in student achievement. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged 6 to 18 are obligated to compel their children to attend school unless otherwise provided by law. The Board shall work with parents/guardians and students to ensure their compliance with all State attendance laws, and may use appropriate legal means to correct problems of chronic absence or truancy.

Excused Absences

Absence from school shall be excused only for health reasons, family emergencies, and justifiable personal reasons, as permitted by law, Board policy, and administrative regulations. (Education Code 48205)

Inasmuch as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during nonschool hours. Parents are further encouraged to promptly return students to school after any appointments that must be scheduled during school hours.

At the beginning of each school year, the Superintendent or designee shall send a notification to the parents/guardians of all students, and to all students in grades 7 and 8, informing them that school authorities may excuse any students from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)

Students shall not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency or confidential medical appointment.

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to law and administrative regulations. (Education Code 46014)

Excessive Illness Verification

Absences due to illness or quarantine shall be verified by the District or County Superintendent of Schools in such manner as the Superintendent of Public Instruction may provide. When excusing students for confidential medical services or verifying medical appointments, District staff shall not ask the purpose of such visits but may contact a physician or medical office to confirm the time of the appointment. (Education Code 46011)

Any of the following persons may verify an absence due to illness or quarantine: a) a school or public health nurse, b) an attendance supervisor, c) a physician, d) a principal, e) a teacher, f) any other qualified employee of the District or of a County Superintendent of Schools assigned to make such verification. (CCR, Title 5, Section 421)

A pupil who contracts an illness of a prolonged nature or who has been a victim of an accident which will prevent attendance for a prolonged period shall be counted as absent due to illness only until such time as the student is able and starts to receive instruction in the home, hospital, or sanatorium, or is given instruction by other means. No absence due to illness shall be credited as attendance beyond the current school year. Parents of children with chronic illness are required to complete the "Verification of Chronic Illness" form available in the health office at the school in which the student is enrolled. (CCR, Title 5, Section 423)

When a student has been absent for more than ten (10) days for illness or injury during a school year, any further absences – beginning with the 11th absence – for illness or injury shall be checked and verified by a physician, school nurse, health assistant, office clerk, or the appropriate school employee. Absences not verified by a physician, school nurse, health assistant, office clerk, or appropriate school employee will be considered unexcused. Parents will have five (5) days to verify absences, beginning with the 11th absence. Unverified absences will be considered unexcused.

Effect of Absence on Grades/Credits

If a student's absence is excused under Education Code 48205, he/she shall be allowed to complete any missed assignment or test that can be reasonably given, as determined by the teacher of that class. The student shall be given full credit for the assignment or test if he/she satisfactorily completes the assignment or test within a reasonable period of time. (Education Code 48205)

A student's grades may be affected by excessive unexcused absences in accordance with Board policy.

Legal References:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (County Superintendent)
2550-2558.6 Computation of revenue limits
37201 School month
37223 Weekend classes
41601 Reports of average daily attendance
42238-42250.1 Apportionments
46000 Records (attendance)
46010-46014 Absences
46100-46119 Attendance in kindergarten and elementary schools
46140-46147 Attendance in junior high and high schools
48200-48208 Children ages 6-18 (compulsory full-time attendance)
48210-48216 Exclusions from attendance
48240-48246 Supervisors of attendance
48260-48273 Truants
48292 Filing complaint against parent
48320-48324 School attendance review boards
48340-48341 Improvement of student attendance
49067 Unexcused absences as cause of failing grade
49701 Provisions of the interstate compact on educational opportunities for military children

WELFARE AND INSTITUTIONS CODE
601-601.4 Habitually truant minors
11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5
306 Explanation of absence
420-421 Record of verification of absence due to illness and other causes

Management Resources:

CSBA PUBLICATIONS

Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010

WEB SITES

CSBA: <http://www.csba.org>

CSBA Revisions
(2/98 11/99) 11/11