

# BOARD POLICY

JB

## STUDENTS ATTENDANCE

JANUARY 12, 2015

### COMPULSORY ATTENDANCE

Regular and timely student attendance is vital to a student's success and will be a common and shared expectation of the schools, the parents, and the students. Attendance in the elementary and secondary schools of the Livonia Public Schools School District shall be in accordance with the law.

The law in Michigan governing compulsory attendance requires a parent, legal guardian, or other person having control of a child age six to eighteen to send the child to school during the entire school year, except under limited circumstances specified in the Revised School Code, subsection (3) of subsection 380.1561.

Children becoming six years of age before September 1 shall be enrolled on the first day of the school year in which their sixth birthday occurs. A child becoming six years of age on or after September 1 shall be enrolled on the first school day of the school year following the child's sixth birthday.

The School District shall report to the appropriate authorities any child who is absent from school in violation of the compulsory attendance law.

Parents are responsible for contacting the school in all cases of student absence. All absences will be classified as excused, unexcused, or school business. An excused absence is defined as an absence beyond the control of the student (e.g. illness, family emergency) and reported to the school by the student's parent or guardian within the designated timeframe. An unexcused absence will result when the parent or guardian does not notify the school of the student's absence within the designated timeframe. A school business absence includes field trips, counselor appointments, or other instances when the student is legitimately absent from class but is present in or involved with a school function. In cases of doubt, the administrator will make the final determination as to whether an absence is excused or unexcused.

Exceptions to the attendance policy may be applicable to a student eligible under either the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973 or documented medical condition and/or prolonged illness.

Written documentation may be requested by the school administration for cases of extended or excessive absences.

More than three consecutive days of absence is considered to be an extended absence. A total of ten or more absences in a semester is considered to be excessive.

#### Attendance Records

Attendance records shall be maintained in accordance with law.

CROSS REF.: JBA – Placement of Students Enrolling Into Livonia Public Schools  
Compulsory Attendance Ages

LEGAL REF.: MCL 380.1561; R340.1, et seq.