



ATTENDANCE POLICY AND PROCEDURES

Philosophy Statement:

In order for students to be successful in school, both academically and developmentally, their attendance in each class is extremely important. Our goal is to promote the consistent attendance of students in order to ensure that they can receive a well-rounded education while taking ownership and responsibility for their learning.

We believe the essence of our educational programs occur in classrooms with skilled teachers. Explanations, clarifications, discussions, opportunities for feedback, and group tasks are invaluable components of an effective learning environment. That is why our policy regarding attendance is that students are expected to attend all classes each and every day.

The goal of our attendance policy is to:

- *increase student success by promoting daily attendance,*
- *help students to develop responsibility in preparation for attendance expectations in their future careers.*

Parent Partnerships and the Importance of Communication:

Active, on-going communication between parents, students, and teachers is crucial to the success of our students. Parents/Guardians are asked to be proactive when a student is to be absent from school by contacting the main office at (250)870-5101 to report the absence. We ask parent/guardians to work with the school to limit the number of absences for reasons that are within their control (eg: attempting to make appointments for outside of class time whenever possible).

It is also important to note that "an absence is an absence" regardless of the reason.

Student Absences:

There are a variety of reasons for student absences. These include student illness, medical/dental/specialist appointments, family emergency, vacation, school activities and events, employment and truancy. Regardless of the reason, students are still responsible for course outcomes missed and they will need to make arrangements with their teachers to address missed work in a timely manner.

Upon returning to school, it is the student's responsibility to connect with their teacher(s) at their first opportunity to discuss what was missed during their absence and arrange any make up opportunities.

***Please note: It isn't always possible to fully "make up" what was missed;
as many classroom activities cannot be fully recreated.***

Lateness:

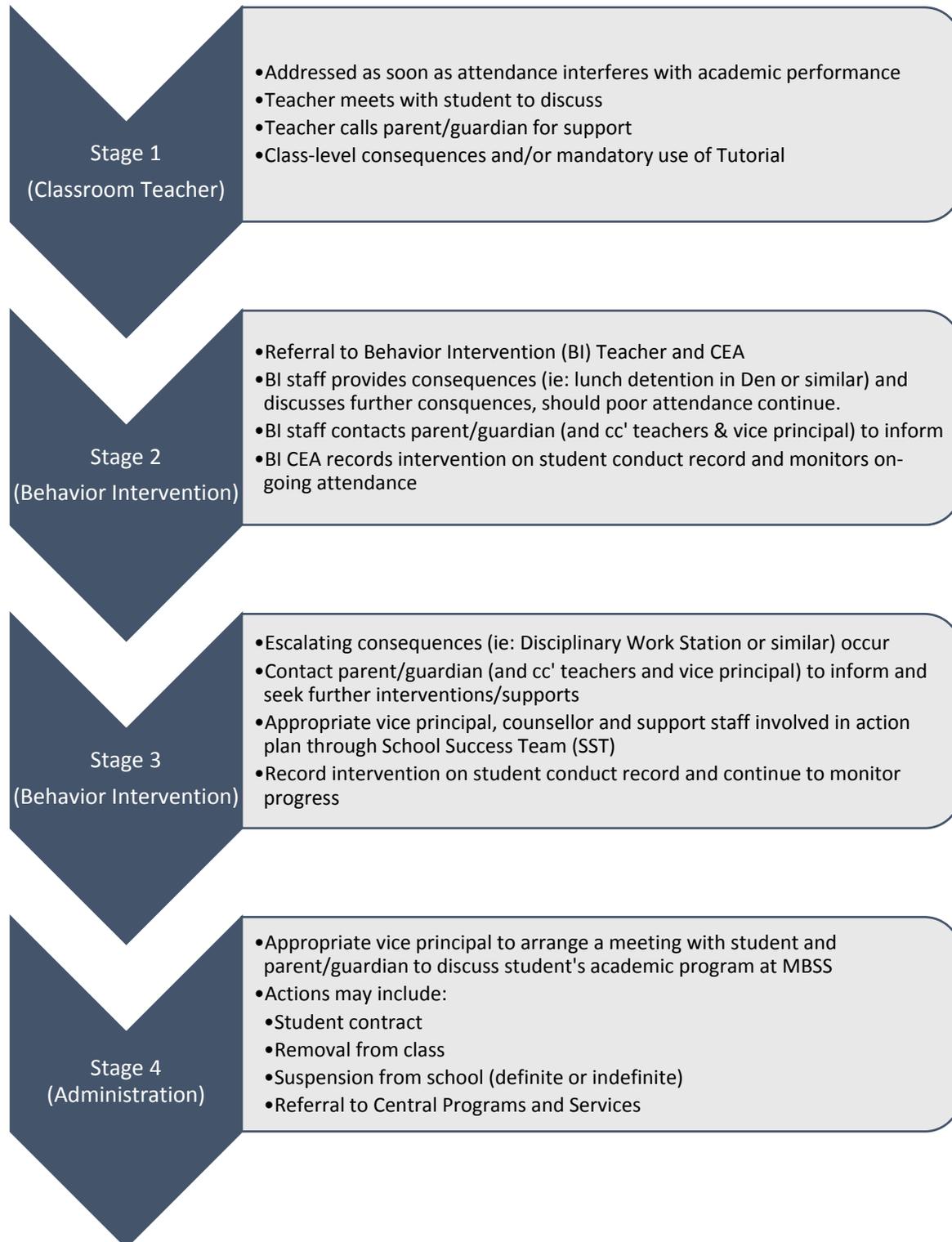
It is expected that students will be in class on time. The classroom teacher, through communication with students and parents/guardians, will deal with occasional tardiness. This may include making up class time at lunch or some other classroom level consequence. Habitual lateness should be referred to our Behavior Intervention Teacher who will work with the student, teacher and family to design an action plan and, where necessary, assign further consequences where appropriate.

EVERY DAY COUNTS AT MOUNT BOUCHERIE!



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Attendance Intervention Guidelines:



BE IN CLASS TO PASS!