

NEW for 2019-2020 Attendance Policy

See the "What's in it for me?" on the "Hot Topics: Things You Need to Know" sheet that will be reviewed with students and sent home during the first week of school.

Types of Absences	Reasons for Absence	When does this apply?	Important Details
Excused Absences	<ul style="list-style-type: none"> Personal illness Serious illness in the family Death in the family Special permission of the principal (obtained in ADVANCE IN PERSON BY THE PARENT/LEGAL GUARDIAN) 	<ul style="list-style-type: none"> Granted once the notes from parents/guardians or medical/dental excuses are received by the school Notes MUST be submitted on the DAY RETURNING to school 	<ul style="list-style-type: none"> A maximum of 3 excused days absent per nine-weeks from PARENT notes are permitted. Additional excused absences will require a doctor's note. A maximum of 10 excused days absent per year from PARENT notes are permitted.
Extended Absences	<ul style="list-style-type: none"> Absent for more than five (5) consecutive days 	<ul style="list-style-type: none"> Present a doctor's excuse certifying specific dates missed were due to a medical condition 	<ul style="list-style-type: none"> Students anticipating an extended medical absence must notify the his/her counselor PRIOR to the absence to maintain academic progress.
School-Related Absences	<ul style="list-style-type: none"> Absences due to school-related functions 	<ul style="list-style-type: none"> Must be a school-sponsored event/activity Coaches/Sponsors submit a list of attendees to the office 	<ul style="list-style-type: none"> Obtain assignments before scheduled absences Submit completed assignments to teachers as directed upon return
Unexcused Absences	<ul style="list-style-type: none"> No valid excuse given OR Has exceeded the three (3) allowed parent excuses for the nine-weeks 	<ul style="list-style-type: none"> Students accumulating five (5) unexcused absences during the school year will be reported to the truancy officers 	<ul style="list-style-type: none"> The number of unexcused absences may be one factor in determining whether or not the student earns Carnegie unit(s).

Need to write an excuse?

Please include:

1. The date written
2. Full name of the student
3. The date(s) the student was absent
4. The cause of the absence
5. The signature of the parent, guardian, custodian, or doctor
6. The phone number where parent, guardian, or custodian can be reached

Checking In or Checking Out? How It Might Affect Your Student

Present 63% of Day Attendance Law:

Students should limit checking in and out of school. According to Mississippi Law, students must be in school for at least 63% of the instructional day (208 minutes, approximately 3.5 hours, or 3 blocks of class) to be considered present. A written excuse or doctor's excuse is required if the student is not present 63% of the school day.

Athletic and Extra-Curricular Activities School Attendance Policy:

A student must be present 80% of the day to be eligible to participate in any extra-curricular activity for that given day. (If a student is present for less than 80% of the day, that student must have an excusable reason (to include doctor's excuse, death in the family, family medical emergency, or license renewal) and must be approved by the administration.). If a student is absent from school or placed in ISS, that student is not allowed to practice or to play in a game for that day. Suspensions follow the same guidelines with one exception. If, for example, a student is suspended from school for 3 days, (Thursday, Friday, and Monday), that student cannot participate in an athletic activity for those days plus Saturday. That student will not be allowed to dress out or travel with the team or participate in any school sponsored activity.

NEW RCSD POLICIES!!

Attendance Requirement for Receiving a Grade

		Consequences of Exceeding Allowed Absences	
Course Length	Absences Allowed	Passing the Course	Failing the Course
Semester (1/2 credit)	5	<ul style="list-style-type: none"> A notation of inadequate attendance (IA) will be recorded on the report card and on the transcript. The student may, pending appeal*, be required to make up class time on an hour-for-hour basis in order to remove the IA status. 	<ul style="list-style-type: none"> The actual failing grade will be posted on the report card and the transcript. If the principal determines that credit should be withheld based on attendance, the parent will have (5) days to appeal* the principal's decision.
Year (1 credit)	10		

*Appeal process: <https://www.rcsd.ms/district-resources/student-handbook#Attendance%20Policy%20Appeal%20Procedures>

What Do the Attendance Codes in PowerSchool Represent?

A – Activity, School-related Absence
 D – Doctor's Excuse
 S – Suspended
 T – Tardy
 U – Unexcused Absence
 O – Checkout
 K – Checkin