

Rossmoor School Attendance

Dear Parent:

We are providing you with the following information to help you understand how your child's attendance is recorded and reported to the Dept. of Education. California State law **requires** children ages 6 through 18 to attend school. The State **requires** parents to provide the school with a reason when a child is absent. Please call our attendance line on the day of the absence (**562-799-4520 ext 75201**) instead of sending a note the following day. By clearly explaining your child's absence, we will be able to correctly code their absence. *No matter the reason for the absence, excused or unexcused, the school loses the funding from the State for your child for that day (approximately \$43).*

The following are the only absences that are EXCUSED:

Illness – If your child is ill, we appreciate knowing the symptoms your child has. The school, District and County monitors patterns of illness. “Not feeling well” is a very general statement that does not explain the reason for their absence. Please be sure to let us know if it's something contagious, such as pink eye, impetigo, head lice, chickenpox, etc. Being tired is NOT an illness. If you allow your child to sleep in, please bring them to school as soon as possible. We prefer a tardy to an absence. The student learns and the school receives funding. *A physician's note to return to class is required for absences more than 3 consecutive days relating to the student's health. Example, Day 1 absent, Day 2 absent, Day 3 absent, needs physician's note of clearance to come to school on Day 4.*

Doctor/Dentist Appointments - Please make appointments after school hours. If you cannot, please bring your child for part of the day. It is preferred that your child come to school on time in the morning. If you come in late, we require a note from the medical/dental office stating your child had an appointment. If you must miss the entire day, we also require a note from the doctor's/dentist's office to verify your child was absent due to a medical appointment. *Every Wednesday dismissal is at 1:15pm, please try to schedule appointments on Wednesdays after dismissal.*

Funerals - Be sure to tell us if you are attending a funeral. If the service is out of the area and your child will be absent more than one day, please be sure to let us know the location and number of days he/she will be gone. In addition, we will also excuse up to three days for you to visit a terminally ill relative. Please report the relationship of the family member in these cases.

Religious Holidays - Please provide the name of the holiday.

Court Appearance – Show proof the child was required to appear.

Working - If your child has a work permit, we will excuse up to ten days per school year for them to work provided their attendance and academics are satisfactory. Report them as “working” when you call the attendance line. If possible, have your child attend school for part of the day.

Independent Study

If you know in advance your child will be absent five or more days consecutively, notify the teacher in writing of the reason and dates of the absences. The teacher will prepare an Independent Study Contract to provide school work for the period you will be gone. You must meet with the teacher prior to the absence to sign the contract and receive the work. *If the Independent Study contract is fulfilled, (meaning the student has completed all work and turned it in on the day they return) the District receives funding for the dates of absence.*

All other absences are considered unexcused.

Per Section 48260 of the California Education: Any pupil "who is absent from school without a valid excuse three full days in one school year; or tardy or absent for more than any thirty-minute period during the school day without a valid excuse on three occasions in one school year; or any combination thereof, is a truant and will be reported to the attendance supervisor".

Perfect Attendance is NO Absence and NO Tardy (excused or otherwise).