

Excessive Absences

According to the Indiana Department of Education, habitual truancy includes students absent ten (10) days or more from school within a school year without being excused. According to the Indiana Department of Education, chronic absenteeism includes students absent from school for ten percent or more of a school year for ANY reason excused or unexcused. When a student has (5) absences, they will have a conference with the school advisor. At (7) absences, a letter will be sent home to the parents. When a student has (10) absences in a school year, parents are required to attend a conference with the principal or designee. A maximum of (9) of a student's absences will be considered excused with parental notification. All other absences will require documentation from a doctor's office in order to be excused. Failure to comply with the attendance policy may result in educational neglect or truancy charges being filed with the Beech Grove Police Department and the Marion County Prosecutor's Office.

10 Missed Days of School

Once a child has missed (10) days of school, a letter will be sent home. The Home/School Advisor, counselor or administrator will place a phone call requesting a conference. If the school is unable to reach the said parents/guardians, a home visit will take place.

At this time, the Marion County Prosecutor's Warning Letter will be mailed home to the parents/guardians of the child. Under I.C. 20-33-2-25, the Superintendent or an attendance officer having jurisdiction shall report a child who is habitually absent from school in violation of this chapter to the Department of Child Services, DCS. The Department of Child Services shall proceed in accord with IC 31-30 through IC 31-40.

Transfer Student Attendance Policy

The school district may enroll an out-of-district student under IC 20-26-11-32. SEA 108 allows for a provision allowing the governing body to adopt a policy to: (1) deny enrollment; (2) discontinue enrollment during a current or subsequent school year; or (3) establish terms of enrollment or to continue enrollment based on a history of unexcused absences.

The Beech Grove City Schools Board of Education has established 10 days as the number of days a transfer student can miss before consideration for discontinuing enrollment will begin. Students who miss 10 days or more will be placed on notification that they are on attendance probation by the school.

Tardy Policy

Promptness is important for student success in school. Research shows that attendance habits formed in elementary school tend to become life- long patterns that carry over into the adult work world. Students are expected to be in school and in class on time. A student who is not in his or her classroom will be counted tardy.

Excessive Tardiness □

When a student **is tardy 10 days or more**, a letter will be sent to the parents reminding them of the school's attendance policy and the importance of being at school on time. There will also be a conference held with the student. Continued violations to the tardy policy may result in educational neglect or truancy charges being filed with the Beech Grove Police Department and the Marion County Prosecutor's Office. **A transfer student who is late (10) or more days will be considered for discontinued enrollment at Beech Grove City Schools.**