

OUR LADY'S ACADEMY
As of October 1, 2016
STUDENT ATTENDANCE POLICY

Our Lady's Academy believes that school attendance greatly influences student success in school. The importance of punctuality is also essential to a child's development of responsibility. Our Lady's Academy strongly urges parents not to schedule vacations or family business during school. Long term absences are disruptive to the teaching/learning process of the child and classroom.

In accordance with MGL, Chapter 76, sect. 1, it is stated, "It is unlawful for a parent or guardian to absent a child between the ages of 6 and 17 for more than 6 days in a six month period..... **In the event of chronic absences or long term illness, documentation from a physician may be requested.**"

Our Lady's Academy subscribes to the following:

EXCUSED ABSENCES:

- **Documented illness or injury as described above**
- **Bereavement/ family funeral**
- **Extraordinary family circumstances** (excused at the discretion of the principal)
- **Religious holidays**

A parent's note is required when a child returns to school after an excused absence.

Six Unexcused Absences will result in ineligibility for Honor Roll.

Missed Work

Class work and homework missed due to illness or other **excused absences** must be made up on or before the **same number of days** as the student was absent. Class work and homework missed for **unexcused absences** is at the discretion of the teacher. Remember the loss of real-time instruction with teacher and classmates cannot be replicated.

Early Dismissal / Tardy Information

Students need to be in school and ready for their first class period. Any work or instruction missed is the student's responsibility. **Chronic** late arrivals and early dismissals will be addressed with the Director of Instruction.

A pattern of early dismissals and late arrivals results in an absence from a class and is disruptive to the teaching / learning process.

