

**EASTERN
WESTMORELAND
CAREER &
TECHNOLOGY CENTER**

SECTION: PUPILS

TITLE: ATTENDANCE

ADOPTED: SEPTEMBER 24, 2014

REVISED:

<p>1. Purpose SC 1301, 1326, 1327 Title 22 Sec. 11.12, 11.41, 12.1</p> <p>2. Authority SC 1327, 1329, 1330 Title 22 Sec. 11.23, 11.25, 12.1</p> <p>Title 22 Sec. 11.25</p> <p>Title 22 Sec. 11.26</p>	<p style="text-align: center;">204. ATTENDANCE</p> <p>The Joint Operating Committee requires that school age students enrolled in the center attend regularly, in accordance with state laws. The educational program offered by the center is predicated upon the presence of the student and requires continuity of instruction and classroom participation. The Joint Operating Committee recognizes the positive correlation between regular attendance and achievement.</p> <p>Attendance shall be required of all students enrolled in the center during the days and hours that the center is in session, except that the building administrator may excuse a student for temporary absences when receiving satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence. Urgent reasons shall be strictly construed and do not permit irregular attendance.</p> <p>The Joint Operating Committee considers the following conditions to constitute reasonable cause for absence:</p> <ol style="list-style-type: none"> 1. Illness. 2. Quarantine. 3. Recovery from accident. 4. Death in family. 5. School sponsored. 6. Where administrative consent has been given. <p>Absences shall be treated as unexcused until the center receives a written excuse explaining the absence, to be submitted within three (3) days of the absence.</p>
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	<p>A maximum of ten (10) days of cumulative excused absences verified by parental notification may be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed physician with the exception of any tardy or early dismissal that results in a student missing more than (1) hour of instruction. Written excuses must be submitted accordingly.</p>
<p>SC 1333, 1354 Title 22 Sec. 12.1</p>	<p>The Joint Operating Committee may report to appropriate authorities infractions of the law regarding the attendance of students below the age of seventeen (17). The Joint Operating Committee shall issue notice to those parents or guardians who fail to comply with the requirements of compulsory attendance that such infractions will be prosecuted in accordance with law.</p>
<p>SC 1327 Title 22 Sec. 11.8, 11.22, 11.23, 11.28 Pol. 115, 117</p>	<p>Attendance need not always be within center facilities. A student will be considered in attendance if present at any place where a center program is in session by authority of the Joint Operating Committee; the student is receiving approved tutorial instruction or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction.</p>
<p>Title 22 Sec. 11.21</p>	<p>Upon written request by a parent or guardian, an absence occasioned by observance of a student's religion on a day approved by the Joint Operating Committee as a religious holiday shall be excused. A penalty shall not be attached to an absence for a religious holiday.</p>
<p>SC 1546 Title 22 Sec. 11.21</p>	<p>The Joint Operating Committee shall, upon written request of the parents or guardians, release from attendance a student participating in a religious instruction program acknowledged by the Joint Operating Committee. Such instruction shall not require the student's absence from the center for more than thirty-six (36) hours per school year, and its organizers must inform the Joint Operating Committee of the student's attendance record. The Joint Operating Committee shall not provide transportation to religious instruction. A penalty shall not be attached to an absence for religious instruction.</p>
<p>SC 1329 Title 22 Sec. 11.41</p>	<p>The Joint Operating Committee shall permit a student to be excused for participation in a project sponsored by a statewide or countywide upon written request prior to the event and as allowed by law.</p>

<p>3. Delegation of Responsibility</p> <p>Title 22 Sec. 11.1, 11.2, 11.3</p> <p>SC 1332, 1339</p> <p>Title 22 Sec. 11.41</p> <p>SC 1333, 1338, 1354 Pol. 218, 233</p> <p>SC 1318, 1850.1 Pol. 218, 233</p>	<p>The Administrative Director or designee shall develop administrative regulations for the attendance of students which:</p> <ol style="list-style-type: none"> 1. Ensure a school session that conforms with requirements of state regulations. 2. Govern the keeping of attendance records in accordance with state statutes. 3. Distribute annually to staff, students, and parents or guardians Joint Operating Committee policies and center rules and regulations governing student attendance, absences and excusals. 4. Impose on truant students appropriate incremental disciplinary measures for infractions of the center's rules. 5. Ensure that students legally absent have an opportunity to make up work. <p>Repeated infractions of Joint Operating Committee policy requiring the attendance of enrolled students may constitute misconduct and disobedience to warrant the student's suspension or expulsion from the regular center program.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1301, 1302, 1318, 1326, 1327, 1329, 1330, 1332, 1333, 1338, 1339, 1354, 1546, 1850.1</p> <p>State Board of Education Regulations –22 PA Code Sec. 11.1, 11.2, 11.3, 11.5, 11.8, 11.12, 11.21, 11.22, 11.23, 11.24, 11.28, 11.32, 11.34, 11.41, 12.1</p> <p>Joint Operating Committee Policy – 115, 218, 233</p>
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