**Attendance**

Regular and punctual attendance is expected of every student enrolled at Bullitt East High School. The relationship between attendance and student success is unquestionable. Success builds more success. Higher levels of achievement and involvement translate into a better future for our students and community.

**Bullitt East High School**

**SBDM Council Policy**

TITLE: Attendance Requirement for all Privileged Activities

All Bullitt East High School students who accumulate more than **10 UNEXCUSED** absences within a school year may be denied participation in any or all school sponsored “privileged” activities. This policy will apply to, but not be limited to, such “privileged” activities as athletics, semi-formal and formal dances, homecoming honors, graduation ceremony, student parking, and project graduation.

“Privileged” is defined as activities that schools are not required to offer as part of the academic program.

This policy will not impact participation in any academic activities, other than field trips. ANY BEHS student who accumulates more than **10 UNEXCUSED** absences from school may be denied the fieldtrip in order to remain at school for additional instructional assistance. Alternative assignments shall be made available.

**Morning Arrivals**

**Please do not** **drop students off prior to 6:50 a.m.** The lobby will be open and supervised at 6:50 a.m. Students should remain in the lobby/cafeteria/main hall area until 7:10 a.m. The other hallways and classrooms will open at that time.

**Tardy Policy**

Tardiness occurs for a variety of reasons. A note from a parent or guardian explaining the tardy will be needed **within 24 hours** of the occurrence. Habitual tardiness will not be excused. Neither traffic nor oversleeping is considered excused. Students riding BCPS buses will not be counted tardy should their bus be late to school.

Habitual tardiness may result in:

* A parental conference
* Multiple detentions
* Home Visit
* Loss of school privileges (i.e., driving to school)
* Suspension of Driver’s License
* Juvenile Court Referral

**Excused Absences**

Excused absences/tardies will be considered for the following reasons:

* Personal illness
* Medical appointment
* Death in immediate family
* Funeral of family member or close friend
* Serious illness in immediate family
* Approved school-related activity
* Court appearance
* Proof of driver's test (1/2 day)
* Valid absence(s) approved by principal(s). Must be   
  approved **in advance** of absence(s).
* \*Educational Enhancements

**Educational Enhancements**

The Principal may give permission to a student to be out of school for up to ten school days for an activity that is deemed to have significant educational value. Students are reported as present for these days with authorization. Approval for Educational Enhancements MUST be **pre**-approved.

**Reporting Excused Absences**

When a student returns to school after having been absent, **it is** **the student’s responsibility to report to the attendance office with a written explanation and/or verification of the day(s) in question.** Every teacher should provide a system for obtaining worked missed. The Bullitt East Attendance Office (in accordance with state law and Board policy) will determine if the absence in question shall be excused or unexcused. Proof must be reported within two school days of returning to school. Failure to report will result in loss of excused status. The excused student shall:

* Present the excused absence voucher to each teacher of a class missed and arrange make-up work.
* Make-up work shall be completed within the number of days absent plus one day, unless additional time is given by the teacher.

Parents may report the absence of your student by calling us at 869-6400. Sometimes however, you will still receive a “ONE CALL” phone call about the absence because those calls are computer generated. A written note/documentation is still necessary to make the absence excused.

**Unexcused Absences**

Unexcused absences/tardies are those situations that are not covered by any of the excused absence categories. ***A family vacation is not an excused absence***. A student with an unexcused absence shall:

* Be able to make up work missed during an unexcused absence(s) however, full credit may not be given for make-up work from an unexcused absence. Students will receive 65% credit for **unexcused** absence make-up work.