



2017-2018

Attendance Policy:

The attendance policy at Niwot Elementary is one in which the first 10 absences are excused as long as there is communication with the school. After 10 excused absences in a school year, a doctor's note is required in order to excuse future absences. If a family goes on vacation we will excuse up to 10 days with prior notice and principal pre-approval (if a student is in good standing academically), but any vacation days after ten days would be considered unexcused.

In the district handbook it states that "schools will inform the parents/guardians if a student's education is being jeopardized by poor attendance. In the case of both excused and unexcused absences, the principal or designee will make a reasonable number of attempts to contact parents/guardians in an effort to address a student's attendance issues." Based on this we send home a letter to families when students reach 8 or more absences, either excused or unexcused. In addition, according to district handbook "students who accumulate 3 unexcused tardies shall be issued one-half day unexcused absence."

A student will be considered "habitually" truant when he/she has 4 unexcused absences in a month or 10 total unexcused absences in a school year. At that point you would receive another detailed letter regarding truancy. When a student is habitually truant the SVVSD School Advocate can potentially be involved and an Attendance Plan could be put into place. If the attendance concerns continued after these steps, judicial proceedings could be initiated.

You may access the district attendance policy at <http://www.svvsd.org/files/15-16BehCodeBkEng-Final-rev%202.05.16.pdf> (pages 23-26). You may also go on Infinite Campus Parent Portal at any time to check your child's attendance.