

1. What should I do if my child is going to be absent from school?

- ♦ Call [860-441-0323](tel:860-441-0323) and leave a message stating your child's name, grade, date, and reason for the absence. It is also helpful to leave your name, phone number, and relationship to the student.
- ♦ Provide written documentation of the absence upon your child's return to school.

2. Is there a limit to the number of absences I can excuse as a parent?

- ♦ Yes. The first 9 times a student is absent, a parent may excuse the absence regardless of the reason. If documentation is provided from an outside source for any of the student's first 9 absences, the day is considered excused by the parent.
- ♦ A student's 10th and all future absences can be considered excused only for the following reasons and if appropriate documentation is provided within 30 days. If the absence cannot be excused, it is considered an unexcused absence.

<u>Reason</u>	<u>Documentation</u>
1. Participation in school-approved activities with prior permission of the principal	Documentation from activity (i.e., college visit, career fair) with a letter to the principal for approval
2. Medical reasons for student or immediate family which are verified by a physician, an APRN/PA, or school nurse	Doctor note required unless school nurse excuses from school
3. Death in the immediate family	Obituary
4. Religious holidays	Contact the Dean of Students
5. Suspensions	School provides
6. Failure of sending town or parent to provide transportation	School provides or Contact the Dean of Students
7. Court appearances	Court papers
8. Extraordinary educational opportunities pre-approved by district administrators	Contact administration with a written request
9. Students whose parent is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting	Contact the Dean of Students

3. Could my child be considered absent even if he or she was in school for part of the day?

Students are considered absent if they are not in school for at least half the day. This includes coming to school after OR leaving school before 10:40 a.m. on a full day or 9:40 a.m. on a half day. If a student arrives tardy AND leaves early on the same day, they still must be present for at least half the school day or they are considered absent for the day.

4. How many unexcused absences can my child have before credit is lost for the whole year?

A student is allowed only 9 unexcused absences in a school year. Credit denial occurs when a student reaches 10 or more unexcused absences. If a student is credit denied at Grasso, they lose their credits for the entire year and must repeat the grade even if they are passing their classes. To appeal this decision, a hearing must be requested.

5. What is "chronic absenteeism"?

Students are chronically absent if they miss 10% or more of the school year. If a student is absent 18 days in a year (less than 2 days per month), they would be considered chronically absent. With chronic absenteeism, all days a student is not in school are counted regardless of whether those days are excused, unexcused, or suspensions. Chronically absent students miss a lot of class time and must work harder to earn good grades.

6. How many days are Grasso students absent each year?

On average, students at Grasso miss only 10 days of school per year. Since students must learn the required academic material in half as much time as students in a regular high school, attendance at Grasso is extremely important. If a student's total number of absences becomes too high at any point during the year, Grasso will implement interventions in order to address the concerns.

7. How is tardiness handled?

Being tardy to school is a discipline issue and detentions will be assigned for repeated tardiness.

8. Where can I learn more?

- ♦ Refer to the Student/Parent Handbook on the Grasso website: grasso.cttech.org
- ♦ Contact the Dean of Students