

Administrative Regulation

Attendance, Truancy and Leaving Grounds

Attendance at school shall be mandatory. School authorities shall require satisfactory explanation of each absence from the parent or guardian as set forth in detail in the Child Welfare and Attendance Handbook.

A. Truancy

Any pupil who is absent from school without a “valid excuse” three full days in one school year or tardy or absent for more than a 30-minute period during a school day without a “valid excuse” on three occasions in one school year, or any combination thereof (not necessarily consecutive) must be reported to the appropriate authority as specified in the Education Code. Each subsequent truancy and/or tardiness must be reported also.

B. Leaving Grounds

No student may be permitted to leave school except upon an approved excuse. No pupil shall be permitted to leave school at recess or at any other time before the regular hour for closing school without the approval of the school principal or the designated representative. Violations will be considered as truancy.

Ref: EC Sections 46110-46143, 48200, 48260-48264, 51101

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