

Attendance Requirements

Pursuant to NJSA 18A:38-25, the Board of Education has an obligation to require regular school attendance in order to ensure that each student receives the maximum benefit of a thorough and efficient education. Perfect attendance is a goal for which every student should strive.

Recording student attendance is the responsibility of the school. Absences and tardiness will be indicated in an appropriate manner on report cards and other student records. If a student is in danger of non-compliance with attendance requirements, a letter of notification will be mailed to alert the parent or guardian.

As assignment of credit for high school graduation is, in part, based on "seat time", any student in grades 9-12 whose unexcused absence points (see definition below) exceed eighteen (18) in any given school year, in any given class, will be placed in non-credit status. Attendance points include unexcused absences and tardies. Students in non-credit status may earn a return to credit earning status by attending the appropriate number of attendance makeup sessions (Credit Completion) with administrative approval. Students whose unexcused absence points are so excessive that they cannot make up a sufficient number or students who do not take advantage of the required makeup sessions will lose credit in each of their courses and be required to repeat the school year.

Types of Absences

It is understood that absences from school are sometimes unavoidable for a number of reasons. Absences for the following reasons are considered excused and will not be counted against the allowable limit of absence points: illness with a doctor's note, religious holidays, confirmed court appearances, death-in-family, and suspension from school. Illnesses without a doctor's note, family vacations, driver's examinations, and college visitations are not considered "excused" absences and will be counted against the allowable number of absence points. Doctor's notes for absences must be submitted to the Attendance Office within 3 days of the student's return to school.

Absences for truancy will be referred to the Assistant Principal for disciplinary action and will be applied to the total number of unexcused absences. Students who accumulate more than 10 consecutive unexcused absences without notifying the school will be dropped from the school rolls and forced to re-register.

Absence Limits and Loss of Credit Status

Any student with excessive unexcused attendance points during the school year will be placed in loss-of-credit status for full-year courses. Students who accumulate in excess of 18 attendance points will be placed in loss of credit status. Students placed in loss-of-credit status will attend classes, be required to complete all assignments, and will receive grades, but will not receive credit for the year or semester courses unless they return to credit-earning status.

Students who have accumulated between 18 and 23 attendance points may appeal to the Attendance Appeals Committee to be permitted to participate in credit-completion and be returned to credit-earning status. Students are not guaranteed acceptance into credit completion unless they satisfy all requirements. Check with your guidance counselor for Credit Appeals information. Students who have accumulated in excess of 23 attendance points will not be permitted to attend credit completion and will be required to repeat the school year.