## What Is the Out-of-Boundary Attendance Policy?

K-12 out-of-boundary students with more than **10 unexcused absences or 20 unexcused tardies** can be asked to return to their neighborhood schools at the end of the school year, provided the out-of-boundary school has implemented and documented ALL of the required DCPS attendance interventions. This policy does not apply to students in preschool or pre-kindergarten.

# What Are Attendance Expectations For All Students?

- Arrive on time to school and to class every day.
- Bring books and materials to class.
- Ask the teacher for missed work or makeup assignments.
- **Provide documentation** for missed days of school to local school within 5 business days.
- Ask school staff for help if you have academic or other concerns (i.e. safety or lack of transportation) preventing you from



### What Should I Do If I Lack Stable Housing and Need Assistance?

The DCPS Homeless Children and Youth Program (HCYP) provides students who are in temporary or transitional housing with the following supports:

- Enrollment in school;
- Transportation assistance;
- Personal necessities (uniforms, school supplies and more).

For more information, please contact the school-based homeless liaison at your school or call the DCPS HCYP Specialist at (202)-576-9502.





### Who Do I Contact For More Information?

District of Columbia Public Schools Office of Youth Engagement Student Attendance & Support Service 1200 First Street, NE Washington, DC 20002 T 202-727-0488 F 202-535-1338



# ATTEND TODAY ACHIEVE TOMORROW





DCPS Attendance Brochure Updated August 2014

### First Day, Every Day

At DC Public Schools (DCPS), it is our goal to ensure that every student achieves academic success by being present at school **every day** and **on time.** Students who have regular school attendance learn more and are more successful in school.

DCPS has shifted focus from monitoring only unexcused absences to all absences by tracking **In-Seat Attendance** (ISA). Some absences are unavoidable, but when children miss too much school - **excused or unexcused** - they can fall behind.

A missed day is a lost opportunity for learning. Let's make regular attendance a priority!

### Is Attending School Required?

Yes, attending school is required by law! All students who reach five years of age on or before September 30<sup>th</sup> of the current school year must attend school every day until they meet high school graduation requirements or reach their 18<sup>th</sup> birthday.

#### What Is Truancy?

Truancy is the unexcused absence from school by a minor (5-17 years of age) with or without approval, parent knowledge or consent.

#### Which Absences Are Excused vs. Unexcused?

**Excused absences** are when school-aged students are absent from school with a valid excuse and parental approval. <u>Excused</u> absences include:

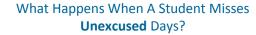
- Student illness (a doctor's note is required if a student is absent for more than 5 days);
- Death in the student's immediate family;
- Necessity for a student to attend a judicial proceeding as a plaintiff, defendant, witness or juror;
- Observance of a religious holiday;
- Temporary school closings due to weather, unsafe conditions or other emergencies;
- Medical reasons such as a doctor's appointment (a doctor's note is required);
- Failure of DC to provide transportation where legally responsible;
- Visiting a parent in the military;
- Emergency circumstances approved by DCPS.

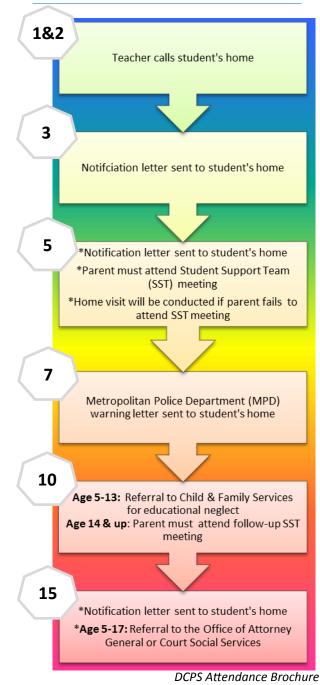
### Excuse notes must be submitted within 5 school days in order to be processed.

<u>Unexcused absences</u> are when school-aged students are absent from school without a valid excuse, with or without parental approval. <u>Examples of unexcused absences include;</u>

- Family Vacation
- Babysitting
- Shopping
- Doing errands
- Oversleeping
- Cutting classes
- No clean uniform
- Parent's illness

Students who miss 20% of the day will receive an absence for the full day.





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