CODE: C7
(Required)

STUDENT ATTENDANCE

It is the policy of the Caledonia Central Supervisory Union and its member School Districts to set high expectations for consistent student school attendance in accordance with Vermont law in order to facilitate and enhance student learning. Students who are (i) children between the ages of six and 16 years who are residents of the district; (ii) non-resident pupils who enroll in district schools; and (iii) children over the age of 16 who are enrolled in a district school, are required to attend school for the full number of days that school is held unless they are excused from attendance as provided in state law.[1]

Definitions
For the purpose of this policy, "truant" shall mean:

1) A student between the ages of six and sixteen years, who is not excused from school attendance and fails to enter school at the beginning of the academic year or, being enrolled, fails to attend school.

or,

2) A student who is at least 16 years of age and is enrolled in public school and fails to attend, and is not excused from school attendance.

A student may be excused from compulsory attendance if the student:

1) Is mentally or physically unable to attend;
2) Has completed the tenth grade and is not enrolled in public school;
3) Is excused by the superintendent or a majority of the school directors; or
4) Is enrolled in and attending a postsecondary school which is approved or accredited in Vermont or another state. [2]

Implementation
Annually, the superintendent shall ensure that the school board appoints one or more individuals to serve as the truant officer and shall ensure that appointment is recorded with the clerk of the school district on or before July 3.[3]

Administrative Rules and Procedures
The superintendent shall develop administrative rules and procedures to ensure the implementation of this policy. The procedures will address the following issues:

1. written excuses;
2. tardiness;
3. notification of parents/guardian;
4. signing out of school;
5. excessive absenteeism;
6. homebound and hospitalized students;

[1] 16 V.S.A. §§ 1121 (Attendance by Children of School Age Required), 1122 (Students over 16)
[2] 16 V.S.A. § 1126
[3] 16 V.S.A. § 1125

7. early dismissals;
8. homework assignments; and
9. making up work.

The procedures may address other issues as well, including educational neglect.

Administrative Responsibilities

1. The principal is responsible for maintaining accurate and up-to-date records of student attendance.
2. The principal is responsible for assuring that the school has the appropriate family information that allows the school to contact the parent(s) or guardian(s) of all students whenever necessary.

VSBA Version:	*02/15/2022*
Date Warned:	September 5th, 2025 - Caledonia Central Supervisory Union
Date Adopted:	September 15th, 2025 - Adopted by the Caledonia Central Supervisory Union Board on behalf of the District boards: Peacham School District, Danville School District, Caledonia Cooperative School District, Twinfield School District and Cabot School District
Legal Reference(s):	*16 V.S.A. §§ 1121 et seq. (Attendance by Children of School Age Required)*
	16 V.S.A. §§ 1122 (Students over 16)
	16 V.S.A. § 1125 (Truant Officers)
	16 V.S.A. § 1126 (Failure to Attend; Notice)
Cross Reference:	