

Barksdale Attendance Policy Reminders 2021-2022

In the spirit of working together, we would like to review with you two laws regarding attendance. Parents/Guardian electronically sign that they have received/read this information when they enroll their child. The signature is acknowledgement of the attendance guidelines and failure to sign does not exempt you or your child from TEC 25.093.

Here is the link to the Parent/Student Plano ISD Handbook with further attendance information <https://www.pisd.edu/cms/lib/TX02215173/Centricity/domain/143/documents/policy%20guides/PolicyGuide.English.pdf>

First Law - Unexcused Absences & Tardies

If a student accumulates 10 unexcused absences from either full days and/or parts of days, the school may be required to file truancy charges. A partial day's absence includes arriving late and/or leaving early. A tardy and leaving school early can only be excused with a doctor's note. Please remember that 3 tardies equals 1 unexcused absence.

Extended Unexcused Absences

Unexcused absences include trips and vacations. Parents must complete a Student Absence Request form (obtained from the front office) and submit it to Mrs. Caplinger four days prior to your child's absence in order for your child to be eligible to make up assignments. Please note that although your child may be able to make up assignments, the days your child is absent are still identified by the state as unexcused.

Tardies

First Bell rings at 7:20am. Instruction begins at 7:40am. Students are to be unpacked, in their seats ready to learn when the tardy bell rings at 7:40am. Our gym doors open at 7:00am and the cafeteria serves breakfast from 7:00-7:40 am daily. *It is important to allow for morning traffic and weather when dropping off your child.* Tardies are considered "parts of days" and are generally considered unexcused except for doctor/dentist appointments. For truancy court purposes, three tardies are equivalent to one unexcused absence.

Excused Absence Notes

The school must receive a signed note from the parent/guardian within 3 days of your child returning to school.

Emails are accepted by the state/school if the email address is one tied to the child's Parent Portal account. If the note is received after 3 days, the absence is unexcused. When a student's absence for personal illness exceeds seven consecutive days, a statement from a physician or health clinic verifying the illness will be required. If a student has an established questionable pattern of absences, the principal may require a physician's' not after a single day's absence. Please note that we only excuse 8 days of school with parent notes a school year. Once you have reached 8 excused absences with parent notes, all future absences using a parent note will be unexcused. Be sure to turn in a doctor's note whenever one is available.

Religious/Holy Days Calendar

In general, absences for a religious holy day is considered an excused absence. If a student is absent from school any portion of the day in observance of his/her faith, the parent shall provide a written request to the principal describing the reason for the absence. Regardless of whether the absence is excused, the student must actually be in attendance 90% of the days the class is offered in order to receive credit for the course unless the district's attendance committee determines

extenuating circumstances exist. Barksdale uses the district Religious/Holy Days calendar that is updated annually in an effort to be as inclusive as possible.

To avoid truancy Court, parents/guardians are notified by Mrs. Daly when a child has an attendance concern. If attendance continues to be a concern, written notification will also be sent home as required by law.

Second Law – Number of days in Attendance during School Year

A student may not be promoted to the next grade level if the student is in attendance for less than 90% of the school year. This law applies to both excused and unexcused absences. If a child missed more than 10% of the school year (18 days), a committee is required to meet to review whether or not it is in the best interest of the student to continue to the next grade level.

It is our sincere hope to work with you to help your child be at school and on time to avoid truancy charges and/or the possibility of review of placement at the end of school year.

If you have any questions regarding attendance, please feel free to contact Mrs. Daly at 469-752-0100 or email at elyse.daly@pisd.edu.