

Attendance Family Guide

All absent notes must be submitted to the school within 3 days after an absence.

Title	Code	Status	Description
Medical	MED	Excused	Parent/guardian written note for medical reasons.
Medical Professional	MDP	Excused	Medical note provided by a qualified physician, mental or behavioral health professional for a behavioral, physical, or mental health condition.
Circumstance	CIR	Excused	Family circumstance; family business, pre-arranged, personal business; or emergencies. This is not for sickness/illness. NOTE: Only the first 10 are excused per school year. After the 10 th circumstance absence, additional absences will be unexcused.
Religious Holiday Observation	REL	Excused	A student is absent for religious observation. This absence must be pre-approved with a note from the parent at least 3 days prior to the absence. Only five of these absences are allowed per school year.
Domestic	DOM	Unexcused	Circumstance in excess of ten days and/or unexcused reasons for absence.
Greater than 3 days Parent note or call home	NCU	Unexcused	Three or more days after absence, the parent/guardian provided a note OR school contacted the parent/guardian and verified the reason for absence.
Unverified	UNV	Unexcused	School has no record of the reason for the absence.
Unexcused Missed Instruction	T	Unexcused	Student arrived late to school

Retention: Elementary students may be retained if they exceed 20 unexcused absences during the school year.

Denial of Credit: Secondary students may lose credit for a course if they have an excessive amount of unexcused absences. The amount of absences is determined by the school schedule.

-Non-Block schedule = 11 or more unexcused absences per semester

-Block schedule = 9 or more unexcused absences per semester

DMV Certificate of Attendance: Students who are requesting a DMV Certificate of Attendance form must not exceed the following unexcused absences at the time the form is submitted for certification.

-Non-Block schedule = 11 or more unexcused absences per semester

-Block schedule = 9 or more unexcused absences per semester

Support:

Every Day Matters - <https://everyday.ccsd.net/>

Go to Grow - <https://nvfamily.org/>

The Harbor - <https://theharborlv.com/>

Attendance Works Family Plan <https://www.attendanceworks.org/resources/student-attendance-success-plans/>