
2023

Attendance and Truancy Procedures



Dunlap Community School District #323

Every Child. Each Day.

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Dunlap Community Unit School District #323
Attendance and Truancy School Administrative Procedures

Purpose

To establish procedures for reviewing absences and preventing truancy and chronic absenteeism in an effort to promote student attendance and long-term school success in Dunlap Community Unit School District #323

Policy

Dunlap School Board Policy 7:70 addresses attendance and truancy.

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades, kindergarten through 12, in the public school regardless of age. Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program. The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence.

A valid cause for absence includes illness (including mental or behavioral health of the student), observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to policy 7:90, Release During School Hours (10 ILCS 5/7- 42 and 5/17-15), other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. Students absent for a valid cause may make up missed homework and classwork assignments and shall have the same amount of days to complete work, with the exception of weekends.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board of Education policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound Taps at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called

to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.

4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in 105 ILCS 5/26-2a.
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.

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7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program.
8. A process for the collection and review of chronic absence data and to: a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and b. Encourage the habit of daily attendance and promote success.
9. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
10. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
11. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, Student Records, as well as State and federal law concerning school student records.
12. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
13. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.
14. A process for a 17 year old resident to participate in the District's various programs and resources for truants. The student must provide documentation of his/her dropout status for the previous six months.

A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, Students School Admissions and Transfers To and From Non-District Schools.

15. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

LEGAL REF.: 105 ILCS 5/26-1 through 18. 705 ILCS 405/3-33.5, Juvenile Court Act of 1987. 23 Ill.Admin.Code §§1.242 and 1.290.
CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Behavior), 7:340 (Student Records)

Definitions

Chronically Absent: "Chronic absence" means **absences that total 10% or more of school days of the most recent academic school year**, including absences with and without valid cause, as defined in Section 26-2a of this Code, and out-of-school suspensions for an enrolled student.

Planned Absence: If a middle or high school level student knows he/she will be absent, the parents should request in writing that their student obtain a planned absence form from the office. This form must be taken to each of the student's teachers at least two school days in advance of the absence in order to obtain advance assignments. If one full day's notice is not given, teachers may refuse to give advance assignments and require students to make up any missed work upon return to school. Students are expected to remain current in their course work when they return. Teachers will assign a reasonable date of completion for missed work.

Excused Absence: Generally speaking, a student's parent or guardian may excuse him/her from school (for all or part of a day) and their phone call or note will be honored by the Administration. If a student's absenteeism becomes excessive (more than 7 days in a semester) the Administration may request a Doctor's verification before any further absences are excused. Upon the accumulation of 7 absences per semester, the student will be counted as unexcused (unless Doctor verification is given) for all subsequent absences and the student will be subject to disciplinary action. Illness, family emergencies, and mental or behavioral health are the only absences that will be excused on a daily basis. A maximum of 5 mental or behavioral health days per year may be used before a doctor's note is required. Students are allowed to make up all missed work during mental/behavioral health days. Students who miss more than 7 times in a semester may be denied permission to attend school sponsored field trips. Illness or family emergencies are the only absences that will be excused on a daily basis. In the case of a military honors funeral, a student must notify the building principal or other administrator at least two days prior to the absence providing the date, time, and location of the military honors funeral. This requirement may be waived if the student did not receive notice at least two days in advance, but the student shall notify the administration as soon as possible of the absence. Students have up to 5 days for certain military obligations of the student's parent/guardian.

Unexcused Absences: Any absence which is determined to be unexcused by the Assistant Principal or Principal may result in a 0 and no make-up of any schoolwork missed. There may also be additional disciplinary action taken such as detention or suspension depending on the circumstances. An absence without a call or note from a parent/guardian or skipping class is considered truancy. Students returning to school after being absent without a call or note from a parent or guardian will be considered unexcused. At the middle and high school level, the consequence for an unexcused absence is typically in-school suspension. Students who miss more than 1% but less than 5% of the prior 180 regular school days without valid cause are chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. Further truancy problems may result in further consequences and/or notification of the juvenile officer in appropriate cases.

Tardies: It is important that students be on time to school and class. After the third tardy in a quarter, parents will be notified of their child's lack of timeliness.

High School Tardiness: It is felt that a student's punctuality to school and class is positively correlated to his/her academic success. Not only is tardiness a problem for the individual, but also disrupts the learning environment.

- **To School** - The following are examples of unexcused tardies to school:
 - Oversleeping - student responsibility
 - Missing bus - student responsibility
 - Car trouble - driver and/or passengers (exceptions may be made when driving the car was a necessity)

Reasons for tardiness of students coming to school in the morning after roll has been taken but within the first 10 minutes of the day are evaluated by the Administration.

A student will be given two "emergency" tardies per semester which can be excused by a parent/guardian's phone call, email, or note. Any further tardies will count as unexcused.

- **To Class**- Generally speaking, tardiness to class is unexcused. There may be circumstances which permit a student to have an excused tardy. Individual cases are evaluated by the teacher involved and/or the Assistant Principal. The unexcused tardies then become part of the student's discipline file.

Students will be given the following consequences based on the number of tardies they have incurred during the current school week. A tardy report will be run through PowerSchool for every five consecutive days of school.

Consequences will be given on the following Monday, on the first student attendance day of the week, or as soon as the attendance report for the previous week is reconciled, allowing students to make the necessary accommodations for the following consequences:

The first tardy through the third tardy:

- Teacher will give student a warning when tardy to their class.
- Notification of each tardy will be sent from PowerSchool.

The fourth tardy through a fifth tardy

- Student will receive a two hour after school detention
- Detentions can be served on Tuesdays and Thursdays.
- Notification of each tardy will be sent from PowerSchool.

The sixth tardy through an eighth tardy

- Student will receive a four-hour Saturday detention.
- Notification of each tardy will be sent from PowerSchool.

The ninth tardy and subsequent tardies

- Student will receive a full day in-school suspension for nine or more tardies.
- Notification of each tardy will be sent from PowerSchool.
- Further disciplinary action will occur if the issue is not being rectified by the student.
- Parent contact will be made by the Administration after a student has received the fifth tardy to ensure the parent is aware of the next level of consequence the student should receive.

Extended Absence for Travel at the Elementary Schools

If a student will be absent for more than 10 consecutive days without a medical exemption, he/she will be dropped in PowerSchool. Teachers will not provide homework prior to an absence and grades will not be recorded. The student's class spot will be saved for 30 school days as long as a return date is provided. The district does not offer a remote learning option. Chromebooks are required to be turned in to the office prior to leaving. They will be re-issued upon return.

Students are required to provide proof of travel, i.e. plane tickets, reservations, rental agreement, etc. for the duration of the trip. Students will need to get a pre-arranged absence form from the office and have each of his/her teachers sign off on the form at least one week prior to his/her planned absence. Students will be marked as a "parent excused" for the first 10 days, and as "extended leave" if the absence is 11 days or more school attendance days. Chromebooks will be collected for any approved absence of 11 days or more. The student will need to use a personal computer to access Canvas. Students will be responsible for ALL work, tests and quizzes during this time. They will have one day after their return to communicate with their teachers and all work will be due, tests/quizzes completed, by the end of the second day after their return to school. A student will be responsible for contacting each of their teachers during the break and/or viewing their requirements online. Any absence during this particular semester after his/her return will require a doctor's note or the absence will be unexcused.

Extended Absence for Travel at the Middle and High Schools

Students are required to provide proof of travel, i.e. plane tickets, reservations, rental agreement, etc. for the duration of the trip. Middle and High School Students will need to get a pre-arranged absence form from the office and have each of his/her teachers sign off on the form at least one week prior to his/her planned absence. Students will be marked as a "excused" for the first 10 days, and as "unexcused" if the absence is 11 days or more school attendance days. Chromebooks will be collected for any approved absence of 11 days or more. They will be re-issued upon return.

High School Early Dismissal

1. Students having last hour study hall may leave school after their last class, providing the student is scheduled for six class periods and submits a signed parent release form. Those students are to be out of the building by the beginning of the next hour. Any problems, either academic or disciplinary, will result in the loss of the privilege for the individual student.
2. For Students Who Work - Work related early dismissal from school may be granted if the following conditions are met:
 - a. Student must be in good academic standing - passing in all subjects.
 - b. Early dismissal will not interfere with a student's graduation requirements or academic program.
 - c. Student must see that a "Request for Early Dismissal" form is completed and returned to school. Forms are available from the school and must be signed by the student, parents, and prospective employer.
 - d. Student must remain employed. Periodic checks will be made with the employer.
 - e. If early dismissal is granted, both student and parent must realize that the student should leave school immediately after dismissal time. A parent then assumes responsibility for the student.
 - f. Except in unusual circumstances, no students or other seniors may have schedules changed for early dismissal to work.
3. For All Other Situations Students may be released early for other reasons provided the Administration approves. Any student leaving school before the end of the day must be excused by school personnel or the absence will be unexcused. A phone contact, an email or a note will be required before the student is dismissed from the premises for any reason. Students who are absent for less than 100 minutes are credited with full day's attendance. All students are required to be in attendance for six

class periods except for work-based learning, online or off-site dual credit courses (which also include D2, Strong Start, and additional Dual Credit options).

Attendance Procedures:

Recording Student Attendance by Staff Members

1. The classroom teacher is responsible for recording attendance in PowerSchool daily and by period. Accurate attendance is vital.
2. When a student is not physically in the classroom, but remains under district supervision for school related athletics or activities, the student is considered present for state and local reporting purposes. The student can be marked in PowerSchool with an In-School Suspension or discipline attendance code.
3. Office staff should make attempts to verify attendance within the first 1.5 hours of the school day if a student is marked absent.

Illinois State Board of Education Student Information System (SIS) codes

In Person Instruction
Excused Absence
Unexcused Absence
Medically Homebound
Hospitalized
E-Learning
Remote Learning
Mental Health
Detention Center

Release time for Religion Instruction/Observance: A student shall be released from school, as an excused absence, because of religious reasons, including to observe a religious holiday, for religious instruction, or because the student's religion forbids secular activity on a particular day(s) or time of day. The student's parent/guardian must give written notice to the Building Principal at least five calendar days before the student's anticipated absence(s). The Superintendent or designee shall develop and distribute to teachers appropriate procedures regarding student absences for religious reasons, including how teachers are notified of a student's impending absence, and the State law requirement that teachers provide the student with an equivalent opportunity to make up any examination, study, or work requirement (Board Policy 7:80).

Release time for Voting: The Superintendent or designee shall specify the hours during which students who are entitled to vote at a primary, general, or special election, or any election at which propositions

are submitted to a popular vote in Illinois, may be absent from school for a period of two hours to vote. Students are entitled to be absent from school to vote beginning the 15th day before the primary, general, or special election, or any election at which propositions are submitted to a popular vote in Illinois, or on the day of such election (Board Policy 7:90).

College Visits for Junior and Seniors: A senior is allowed three college visit days and a junior two college visit days. All visits to local colleges (ICC, Bradley, and Eureka) will be limited to 1/2 day unless additional time is necessary. All visits must be pre-arranged and verifiable by the Assistant Principal or Principal. Students should spend time with their counselors prior to visiting any college, so that the time on this visit is well spent. Students are encouraged to visit colleges during their vacation days because most colleges are in session during many of these times. If a student is unable to arrange their college visit during a vacation, the procedures for a pre-planned absence should be followed.

Release during school hours: For safety and security reasons, a prior written or oral consent of a student's custodial parent/guardian is required before a student is released during school hours: (1) at any time before the regular dismissal time or at any time before school is otherwise officially closed, and/or (2) to any person other than a custodial parent/guardian (Board Policy 7:90).

Home and Hospital Bound Instruction

Home/hospital services are provided to a student when a physician licensed to practice medicine in all of its branches, a licensed physician assistant (PA), or a licensed Advanced Practice Registered Nurse (APRN) determines that the student will, or is anticipated to be, absent from school for a minimum of 10 days during the school year due to a medical condition. The goal of home/hospital instruction (HHI) is to afford the student experiences equivalent to those afforded to other students at the same grade level. It is designed to enable the student to return to the classroom without having fallen behind. Thus, the substance or content of the instruction, generally academic, is to enable the student to remain on pace with the other students in his or her class. Requests for Home and Hospitalization Instruction are made to the Director of Special Education.

Section 14-13.01(a) of the School Code indicates that services are to be provided when a homebound or hospitalized student is unable to attend school due to a condition certified by a medical statement that indicates that the student will or is anticipated, due to the student's medical condition, to be out of school for a minimum of 10 days of school with at least two days at a time multiple times during the school year for two weeks or more or on an "ongoing intermittent basis," which are expected to total 10 days or more. An "ongoing intermittent basis" means that the student's medical condition is of such a nature or severity that it is anticipated that the student will be absent from school due to the medical condition for periods of at least two days at a time multiple times during the school year totaling at least 10 days or more of absences. There shall be no requirement that a student be absent from school a minimum number of days before the child qualifies for home or hospital instruction. In other words, two days of absence at a time may be "anticipated," but those days do not need to occur before services begin. Home or hospital instruction may commence upon receipt of a written physician's statement, but instruction shall commence no later than five school days after the school district receives the medical statement. The medical statement must be signed by a physician licensed to practice medicine in all of its branches (as determined by the Medical Practice Act of 1987) or by a PA or by an APRN.

Homebound students should be marked in PowerSchool as "Homebound/Hospital" during the period of time that they receive services.

Notification to Parent(s)/Guardian(s) Regarding Consecutive or Chronic Absences

1. If a student has missed **10%** of school days or accrues **seven absences** in a semester, an attendance notification letter should be generated and sent home (see appendix).
2. School staff should address underlying factors contributing to the absenteeism if possible. This is inclusive of students with 504 accommodations or an Individualized Education Plan. A team meeting or IEP meeting may be convened to discuss attendance concerns. When necessary, school counselors and/or social workers should support the student.

Use of Attendance Officer

1. Complete a [truancy referral](#) form
2. The student should be referred and the attendance officer should be notified when any student has **three consecutive days** of unverified absences.
3. A student should be referred and the attendance officer should be notified when any student accrues more than **ten absences in a semester**.
4. Building administrators and/or their designee to use their professional judgment and discretion based on their knowledge of individual student circumstances when making an attendance referral.

State Attendance Reporting

- When a student is unenrolled during the school year, secretaries need to drop the student in SIS using the unenrollment/drop date.
- A consistent date should be used for exiting students at the end of the school year.

Homeschool vs. Serving School

English Language Learner Considerations

Immigrant Status

- Students are considered immigrant status until they begin their 4th year in a U.S. school even if they do not qualify for English as a Second Language Services. Please make sure this is accurate in SIS. Funding is generated from this information.
-

2023

Appendix



Dunlap Community School District #323

Every Child. Each Day.



ATTENDANCE MATTERS

Dunlap Community Unit School District #323

DID YOU KNOW?

- By 6th Grade, absenteeism is one of three signs that a teen may drop out of school.
- Missing just two days of school per month can drastically impact academic success
- Attendance is an important life skills that will help students in college and the workplace.
- Being late to school can lead to poor attendance and is a disruption on the learning environment for all students
- Attending school regularly helps children feel better about themselves and learning!

OUR GOAL

- Maximize student learning time in class!
- Decrease absenteeism
- Prepare students for college and career attendance expectations

We care about our students and want them at school, in class, and learning everyday.

HOW CAN YOU HELP?

Communicate
absences and
tardies with the
school

Monitor your
student's
absences in
PowerSchool

Speak with your
student about the
importance of
being in school

Notification Letter Script

Dear Parent(s)/Guardian(s):

One of the fundamental goals of Dunlap Community School District #323 is to help students have a successful educational experience. In order to do this, regular school attendance is necessary. We do realize that on certain occasions students will have a needed and excused absence. However, as a standard protocol, an informational letter is being sent home due to our records indicating that your student _____, has accumulated seven or more absences. A detailed list of the absence(s) is included below.

Dunlap Community School District #323's attendance policies are outlined beginning in student handbooks and on the school websites.

Our students are valuable and important to us. Excessive absences can hinder a student's progress and the school's ability to provide for their educational needs. Not only is attendance connected to school success, it is mandated by state law. If you have any questions or feel that assistance may be beneficial, please call the school so that we may work together to ensure your child's educational success. Continued absences may result in a referral to the attendance officer.

As educators and parents we know that numerous absences can adversely affect a child's learning. We also understand that circumstances may keep students out of school. Therefore, this letter is to inform you of the number of days your student has missed.

Respectfully,



ATTENDANCE MATTERS

Dunlap Community Unit School District #323

Dunlap Community Unit School District #323 Elementary Families,

Did you know that last year nearly 10% of Dunlap Community Unit School District elementary school students were chronically absent in the 2022-2023 school year, meaning they missed almost a month of school? Help us interrupt this pattern and cultivate a habit of good attendance starting in kindergarten, so children have the opportunity to learn and succeed in school.

Did you know?

- Starting in preschool and kindergarten, too many absences can cause children to fall behind in school.
- Missing 10%, or about 2 days each month over the course of a school year, can make it harder to learn to read.
- Students can still fall behind if they miss just 1 or 2 days every few weeks.
- Being late to school may lead to poor attendance.
- Absences and tardiness can affect the whole classroom if the teacher has to slow down learning to help children catch up.
- Attending school regularly helps children feel better about school and themselves.

Start building this habit early so your child learns that going to school on time, every day is important.

What can you do?

- Set a regular bedtime and morning routine.
- Lay out clothes and pack backpacks the night before.
- Develop backup plans for getting to school if something comes up. Call on a family member, a neighbor or another parent.
- Try to schedule appointments and extended trips when school isn't in session.
- If your child seems anxious about going to school, talk to teachers, school counselors and other parents for advice on how to make your child feel comfortable and excited about learning.

What are the Dunlap Community Unit School District Attendance Procedures?

*at the discretion of building administrators based on knowledge of any individual situations that may be impacting overall attendance at school

- Families will receive a notification once their child has accrued seven or more absences in a semester.
- A school administrator or designee will contact your family once your child has accrued nine absences in a semester.
- A referral will be made to the district truancy officer after your child has accrued ten absences in a semester.
- A referral will be made to the Regional Office of Education Student Success Team after your child has accrued twenty absences in a semester.

We look forward to working with you to ensure that every student is at school each day!



ATTENDANCE MATTERS

Dunlap Community Unit School District #323

Dunlap Community Unit School District #323 Secondary Families,

Did you know that last year nearly 10% of Dunlap Community Unit School District secondary-aged school students were chronically absent in the 2022-2023 school year, meaning they missed almost a month of school? Help us interrupt this pattern and cultivate a habit of good attendance, so our students have the opportunity to learn and succeed in school.

Did you know?

- Students should miss no more than 9 days of school each year to stay engaged, successful and on track to graduation.
- Frequent absences can be a sign that a student is losing interest in school, struggling with school work, or facing some other difficulty.
- By 6th grade, absenteeism is one of three signs that a student may drop out of high school.
- By 9th grade, attendance is a better predictor of graduation rates than 8th grade test scores.
- Missing 10%, or 2 days a month, over the course of the school year, can affect a student's academic success

What can you do?

- Talk about the importance of showing up to school every day.
- Help your child maintain daily routines, such as finishing homework and getting a good night's sleep
- Schedule appointments and extended trips when school isn't in session.
- If your child seems anxious about going to school, talk to teachers or school counselors on how to make your child feel comfortable and excited about learning.
- If your child must stay home because they are sick, make sure they have asked teachers for resources and materials to make up for the missed learning time in the classroom.
- Check on your child's attendance to be sure absences are not adding up.
- Seek help from school staff if you or your student needs support.

What are the Dunlap Community Unit School District Attendance Procedures?

*at the discretion of building administrators based on knowledge of any individual situations that may be impacting overall attendance at school

- Families will receive a notification once their child has accrued seven or more absences in a semester.
- A school administrator or designee may contact your family once your child has accrued nine absences in a semester.
- A referral will be made to the district truancy officer after your child has accrued ten absences in a semester.
- A referral will be made to the Regional Office of Education Student Success Team after your child has accrued twenty absences in a semester.

We look forward to working with you to ensure that every student is at school each day!



DID YOU KNOW?

Missing 10%, or about 2 days each month over the course of a school year, can make it harder to learn to read.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



DID YOU KNOW?

Students can fall behind
academically if they miss just 1 or 2
days of school every few weeks.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



DID YOU KNOW?

Being late to school may lead
to poor attendance.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



DID YOU KNOW?

Absences and tardiness can affect the whole classroom if the teacher has to slow down learning to help children catch up.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



DID YOU KNOW?

Attending school regularly helps
children feel better about school
and themselves.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



WHAT CAN YOU DO?

Set a regular bedtime and morning routine.

ATTENDANCE MATTERS
Dunlap Community Unit School District #323



WHAT CAN YOU DO?

Lay out clothes and pack
backpacks the night before.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



WHAT CAN YOU DO?

Develop backup plans for getting to school if something comes up.
Call on a family member, a neighbor or another parent.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



WHAT CAN YOU DO?

Schedule appointments and
extended trips when school isn't in
session.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



DID YOU KNOW?

Students should miss no more than 9 days of school each year to stay engaged, successful and on track to graduation.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



DID YOU KNOW?

Frequent absences can be a sign that a student is losing interest in school, struggling with school work, or facing some other difficulty.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



DID YOU KNOW?

By 6th grade, absenteeism is one of three signs that a student may drop out of high school.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



DID YOU KNOW?

By 9th grade, attendance is a better predictor of graduation rates than 8th grade test scores.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



DID YOU KNOW?

Missing 10%, or 2 days a month,
over the course of the school year,
can affect a student's academic
success



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



WHAT CAN YOU DO?

Help your child maintain daily routines, such as finishing homework and getting a good night's sleep



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



WHAT CAN YOU DO?

Schedule appointments and
extended trips when school isn't in
session.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



WHAT CAN YOU DO?

If your child must stay home because they are sick, make sure they have asked teachers for resources and materials to make up for the missed learning time in the classroom.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323



WHAT CAN YOU DO?

Check on your child's attendance
to be sure absences are not
adding up.



ATTENDANCE MATTERS
Dunlap Community Unit School District #323