

# Great River School Attendance

## The what and why

### Positive Attendance

Our first priority with attendance is an accurate reflection of who is in the building. This is one of the school's fundamental responsibilities, especially important in case of emergencies, where we want to know with precision who is supposed to be on-campus.

### Communication

Our second priority with attendance is to maintain relationships with families and a holistic approach through communication. We can best support students when we know what is going on with their engagement with learning.

1 - The office always wants to know when a student is absent and we appreciate knowing the context so we can best channel any necessary support.

2 - Families connecting with the classroom guide at the Elementary Level and Adolescent students connecting with all their guides at the Adolescent level for every absence is essential to ensure students can work to access missed instruction.

### Robocalls

Robocalls are sent once a day in the early mid-morning to alert families if their student was marked absent for their first period class, as well as for Adolescent CAS. This system is most important when families believe their students are in attendance, but the student has not arrived to their first period class. At the Adolescent level, Robocalls are also delivered when a student is designated as skipping a class.

### Types of Absences

#### Excused absences

When a student is not at school, families can either submit their own attendance form or communicate with the Attendance Coordinator to excuse an absence. The following categories are marked as excused:

- Medical, dental and mental health appointments
- Illness
- School bus problems
- Religious holidays
- Funeral and family bereavement
- Family emergency
- Family activities (a student may miss up to 5 days for a pre-approved family activity, if requested 10 days in advance)

#### Unexcused

Students are marked with an unexcused absence when they are not in the building and the family has either not communicated with the Attendance Coordinator, or their absence does not fall into one of the categories listed above.

**Skipping**

Great River uses the skipping designation when a student is in the building and either does not attend class or is absent without a pass for more than 10 minutes of a given class period. We use this designation both to communicate with families using robocalls immediately and also to flag patterns that allow us to develop intervention supports for students struggling to attend class.

**Consequences for patterns of absences - Truancy**

We work with your county of residence's truancy system as needed. The process includes a required informational video families are required to watch if absences reach a certain threshold. We are generally able to work with families to find attendance solutions without pursuing the truancy process further. In any given year, only one or two families work with the truancy system. We will reach out to you directly if this is the case. If your student is regularly attending and communicating with us when you are absent, you do not need to worry about truancy.