

Cape Romain Environmental Education Charter School

ATTENDANCE AND EXCUSED ABSENCES

Parents/guardians have the responsibility to ensure that all school-aged children in their care are in school and on time every day.

ABSENCES

The front office staff cannot excuse absences without a written OR emailed excuse.

Excuses for absences can't come via calls or texts. Please submit an email or handwritten and signed parent or medical excuse within three (3) days of return from an absence. Notes must include student name, date of absence, reason for absence and a parent/guardian signature. If needed, parents may email the child's teacher to let him/her know the child will be out, although teachers cannot excuse absences.

The following are considered EXCUSED ABSENCES:

1. Student illness/medical appointment - parent note or medical note is permissible
2. Religious holiday
3. Death in the student's immediate family

The following are considered UNEXCUSED ABSENCES:

1. Vacations/family trips
2. Weddings
3. Family in town for visits

****A MEDICAL NOTE IS REQUIRED AFTER A TOTAL OF TEN (10) ABSENCES****

TRUANCY

A student is considered truant when he is between 6 and 17 years old, and has accumulated three consecutive unexcused absences or a total of five unexcused absences. Truancy intervention meetings are scheduled for parents of students who fall into this category.