

**Policy Implementation Procedures
MIDDLE SCHOOL (GRADES 6-8)**

Course Grades

Students may not be awarded a passing course grade if they miss more than 15% of class time due to unexcused absences, tardiness or early dismissals. Class attendance is taken on a period-by-period basis. The maximum number of excused/unexcused absences is as follows:

28 full days for full year courses that meet every day

14 full days for half year courses

Students may be required to repeat a grade level if attendance is not sufficient enough for mastery of academic material.

This is subject to administrative review and an appeal process will be provided if requested. Even though a student has failed his/her courses as a consequence of his/her absenteeism, he/she is still under legal obligation to attend classes and he/she will remain in school for the balance of school days in the school year.

The school will make all attempts at contact to inform parents/guardians about school policies and state laws.

The school can seek action through a Violation of RSA 193:1 Compulsory Attendance and Duty of Parent.

Parent Responsibilities

CALL BACK Parents/guardians are asked to CALL the school when your child is absent or tardy. To ensure the safety of your child, if parents/guardians do not call, the school office will call the home. A WRITTEN NOTE is required upon the child's return to school explaining the absence or tardy. This is required even with a phone call. Lack of a WRITTEN NOTE will result in documentation of an unexcused absence.

PARENTS have the primary obligation to prevent unnecessary and/or unapproved absences.

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