

CLINTON COUNTY SCHOOL DISTRICT

Attendance and Truancy Policy

KRS 159.150 states “Any child who has been absent from school without a valid excuse for **THREE** or more days, or **TARDY** without a valid excuse on **THREE** or more days, is a truant.

In order for an unexcused absence or tardy (leaving school early or arriving to school late) to be considered excused, the parent or guardian must submit a note to the attendance office of the child’s school within **FIVE** days of the absence or tardy event. The note must include a valid excuse for the absence such as sickness or family emergency.

Each child is limited to a **TOTAL of SIX** parent excuse notes for the entire school year. *This includes notes for absences and tardies combined.* Once your child has used **SIX** parent notes, additional absences will be coded as UNEXCUSED.

Excused absences that use one of the **SIX** parent notes include sickness and family emergencies.

Excused absences that may be excused but that do **NOT** use one of the **SIX** parent notes include death in the family (3 day limit for local funeral with proof or note and 5 day limit for out of town funeral with proof or note), music lessons with a certified instructor, and driver’s license exams.

Occasionally, a child may be sent home by the school nurse. This will result in an excused absence for the remainder of the day that the child is sent home. However, additional days absent will only be excused with a parent note if the limit of **SIX** has not been exceeded or with a doctor’s excuse. Students sent home with lice are expected to treat the condition that day and return to school the following day for the nurse to conduct a follow up head check. Students that have influenza or any other illness or condition that will require them to be absent for five or more consecutive days should complete a home hospital form at their doctor’s office and deliver or fax that form directly to the District Director of Pupil Personnel at 606-387-5437 (fax) or their school’s attendance office on or prior to the initial absence or as soon as possible thereafter. These forms are available at the Superintendent’s office, the attendance office at your child’s school, and at local doctor’s offices.

Once a child is considered truant the consequences are as follows:

- 3 unexcused absences and/or tardies – letter sent home from the school
- 4 unexcused absences and/or tardies – contact attempted by FRYSC
- 5 unexcused absences and /or tardies – possible meeting with child protective services, court designated worker, school administration, and/or DPP
- 6 unexcused absences and/or tardies – final notice sent to parents/guardians and/or meeting at school
- 7 unexcused absences and/or tardies – affidavit to court for parent/ guardian and/or child to appear before the judge/CDW