

IMPORTANT ATTENDANCE INFORMATION

Attendance Policies

Regular daily attendance is essential and required for students to be successful at Fossil Ridge High School.

Excused and Unexcused Absences

The following are considered ***excused*** absences according to Board of Education policy:

1. Absence due to illness or injury, or to attend a doctor's appointment
2. Pre-arranged absences approved by administration for family activities, appointments or circumstances that cannot be taken care of outside of school hours
3. Absences to attend school-sponsored activities approved by administration
4. Absences to attend required legal proceedings

Pre-arranged Absences

Students should observe the following requirements when seeking approval for an absence known ahead of time:

1. Pick up a pre-arranged absence form from the attendance office and complete and present it for administration approval and signature.
2. The student must obtain signatures of approval from all affected teachers and a parent or guardian, and return the completed form to the attendance office at least three days prior to the scheduled absence.

Tardies

Students at FRHS are expected to arrive to all classes on time. Students will be marked tardy if they arrive to class after the last bell has rung. Any student arriving late to a class beyond the first ten minutes of a class period will be marked absent by the instructor. It will be the responsibility of the student to meet with the instructor to address the absence within one school day. Students who are habitually late can be assigned disciplinary consequences and or community service by administration, or be withdrawn from the class.