



Pupil's Return from Absence

Board Received: June 22, 2015

Review Date: September 2019

Accountability:

1. Frequency of Reports – As needed
2. Criteria for Success – Parental request in writing
– Accurate records of excused students is evident in OSRs

Procedures:

1. Principals are required to obtain the reason(s) - either orally or in writing - for a pupil's absence when the pupil returns to school. The principal shall inform parents and adult pupils of the preferred method of notification
2. A pupil's absence from school under the conditions of Regulation 298, S.23(2) will be either a "legitimate reason" or "truancy" depending on the principal's evaluation of the reason given for the absence.
3. "Legitimate reasons" for the purposes of this section would include:
 - a. failure of transportation arrangements due to Board-declared inclement weather*;
 - b. Board-declared inclement weather*;
 - c. sickness;
 - d. medical/dental appointments;
 - e. other unavoidable cause;
 - f. a day regarded as a holy day by the church or religious denomination to which the child belongs*.
 - g. Music lessons*
*recorded as "G" in the Register of Daily Attendance. All other absences are recorded using the prescribed attendance codes.
4. If the pupil does not have a "legitimate reason" for an absence, the pupil would be considered to be truant. The absence would be recorded as "A" and a report forwarded to the appropriate Attendance Counsellor if the principal considers the pupil's pattern of attendance to be of concern.