

Make-up Work for Excused Absences

If a student is absent for any excused reason as defined above, the student shall be allowed to make up school work and/or examinations missed during said absence or absences. The student shall be responsible for contacting the teacher or teachers to arrange for make-up work. Said student shall contact the teacher or teachers within two (2) days to arrange a time to make up work and/or examinations within a three (3) day period. All assigned work not made up will receive a grade of "0". Teachers shall not be required to reteach lessons, but students shall be given a reasonable opportunity to learn the lessons missed due to excused absences.

Make-up Work for Unexcused Absences

Teachers shall not provide make-up work or examinations for students absent for unexcused reasons. Students will receive a grade of "0" for any work and/or examinations missed for unexcused absences.

Check-ins/outs as Absences

Check-ins/outs shall be considered unexcused absences from those class periods missed unless evidence is presented to the principal or designee by the parent or guardian that the check-in/out was for an excused reason. A note should be presented to the principal or designee. Students must check-in/out through the school.

Check-in/out Procedure

Students must be checked out by their parents or their legal guardians.

Perfect Attendance

A Perfect Attendance Certificate shall be awarded to students who have attended school every day for the entire day during the school year, **i.e., no tardies, no check-outs, etc.**

Excessive Absences

Excessive absences will be addressed as outlined in Policy JBDF-**Student Attendance. Please be advised that the Winston County Schools Attendance officer will be contacting you if your child accumulates excessive absences.**