

REGULATION

ANNE ARUNDEL COUNTY PUBLIC SCHOOLS

Related Entries: Policy JB

Responsible Office: DIVISION OF STUDENT SUPPORT SERVICES

COMPULSORY ATTENDANCE

A. PURPOSE

To guide decisions regarding student attendance within Anne Arundel County Public Schools, including ages for compulsory attendance in compliance with Maryland laws and regulations.

B. BACKGROUND

Anne Arundel County Public Schools is responsible for ensuring that students are enrolled in and regularly attending school in accordance with Maryland laws and regulations.

C. DEFINITIONS

Truant student – a child enrolled in school who is unlawfully absent from school for:

- a. eight days in a quarter;
- b. fifteen days in any semester; or
- c. twenty days in a school year.

Lawful absence – students enrolled in public schools are considered lawfully absent from school for any portion of the day, only under the following conditions:

- a. Death of a family member;
 - i. Three school days shall be considered excused upon the death of a family member.
 - ii. The principal may grant extra days for extenuating circumstances.
- b. Illness of the student;
- c. Court appearance;
 - i. A copy of the court document for a court summons is required.

- d. Hazardous weather conditions which would endanger the health or safety of the student when in transit to and from school;
- e. Work approved or sponsored by a school, the school system, or the Maryland State Department of Education (MSDE), accepted by the Superintendent, principal, or designee;
- f. Observance of a religious holiday;
- g. State emergency;
- h. Suspension from school;
- i. Lack of authorized transportation, which does not include students denied authorized transportation for disciplinary reasons;
- j. Other emergencies or set of circumstances, which, in the judgment of the Superintendent or designee, constitute a good and sufficient cause for absence from school;
- k. Visitation with a parent or legal guardian who is an active duty member of the uniformed services and has been called to duty for, or is on leave from, or immediately returned from deployment to a combat zone or combat supporting position;
 - i. Under the Interstate Compact on Educational Opportunity for Military Children, to which Maryland is signatory pursuant to statute, a school superintendent may excuse a student's absence for the purpose of visiting with a parent or legal guardian who is an active duty member of the uniformed services and has been called to duty for, is on leave from, or immediately returned from deployment to a combat zone or combat supporting posting.
 - ii. The student shall be given lawful absences during a service member's deployment.
 - iii. The time period when lawful absence may occur is one month before leaving and six months after return.
 - iv. The superintendent/designee shall determine a reasonable amount of time if there is an issue regarding the amount of lawful time.
 - v. Deployment related absences are lawful.

Unlawful absence – any time a student does not attend school that does not qualify as the above listed reasons for a lawful absence.

Tardiness – any time a student is not in the classroom when the class period starts.

D. PROCEDURES

- 1. Each child who resides in -Maryland and is five years old or older, and any child who turns sixteen on or after July 1, 2015, and any child who turns seventeen on or after July 1, 2017 shall attend a public school regularly during the entire school year unless the child is otherwise

receiving regular, thorough instruction during the school year in the studies usually taught in the public schools to children of the same age, or is exempted from attendance as provided by law.

2. Students shall be considered in attendance at school when participating in school-sponsored activities during the school day, and when that participation is approved by the local Superintendent of Schools or the school principal, or a designee. Students shall be considered in attendance in an alternative program setting when participating in activities during the day sponsored by the alternative program and when that participation is approved by the director of a licensed child care center, registered family day care home, or Head Start program.
3. Any person who has legal custody or care and control of a child who is five years old, and any child who turns sixteen on or after July 1, 2015, and any child who turns seventeen on or after July 1, 2017 shall see that the child attends school or receives instruction as required by Maryland laws and regulations, unless the child is exempted from attendance pursuant to Maryland laws and regulations.
4. Pursuant to Maryland education law, the principal shall work proactively with the Office of Student Services when a child enrolled in school has had irregular attendance without lawful excuse, or who shows evidence of maladjustment, so that the causes may be studied and interventions developed.
5. Student Awareness of Policies.
 - a. All students shall be made aware of the attendance policies.
 - b. Students over the seventeen year compulsory attendance age through the 2016-2017 school year, and over the eighteen year compulsory attendance age beginning in the 2017-2018 school year are subject to the same attendance procedures as those under seventeen or eighteen in the respective year..
6. Any absence, including absence for any portion of the day, for any reason other than those cited as lawful, shall be considered unlawful and may constitute truancy.
 - a. Students who are truant may not meet the requirements for earning credit. The principal and teacher(s) concerned shall review cases of this nature and shall determine whether or not a passing grade

may be given and credit awarded for the subject(s) in question.

- b. The principal shall refer to the Office of Student Services students who are truant.
7. Upon return to school from any absence, the student shall be required to provide a written note within three school days from the parent(s), legal guardian(s), or eligible student explaining the cause of absence from school, or the absence shall be recorded as unlawful. Waiver of the three school day requirement is under the discretion of the Principal. Absences due to illness in excess of five consecutive days must be verified by a physician.
 8. Students with unlawful absences may request missed assignments but may not receive credit for this work.

The number of unlawful absences may be rounded up to the nearest full day.
 9. A student with lawful absences shall be allowed a reasonable number of days, at least equivalent to the number of days absent, to make up work. Consideration for the reason for absence shall be considered when determining the numbers of days granted to complete the makeup work. A student with lawful absences near or at the end of a grading period may receive a temporary "I" (Incomplete) and be allowed a reasonable number of days, at least equivalent to the number of days absent, to make up work.
 10. Students and parent(s)/ guardian(s) shall be informed of pertinent information concerning attendance by means of a student handbook, parent handbook, school handbook or newsletter.
 - a. All students and parent(s)/guardian(s) of students shall be apprised of these policies regardless of when they start the school year.
 - b. Appeals regarding this Regulation and its companion Policy JB shall be in accordance with the procedures as set forth in Policy JCH-RA.

Regulation History: *Developed by Superintendent 02/07/07.
Reviewed by Board 04/23/14.
Issued 04/23/14.*

Note Previous Regulation: *Replaces AR901.01 issued 5/20/91, revised 05/16/07*