

North High Attendance Information

Purpose: *Regular attendance is crucial to success in high school. We want all of our students in attendance as much as possible so we can help make that success happen. ISD 622 and North High are required by law to report absences and possible truanancies to the State and County authorities.*

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| Attendance Line | 651-748-6190 | Call to excuse an absence or with questions |
| Guidance Office | 651-748-6032 | Call to talk to a Counselor |
| Keith Reynolds-12th Grade AP | 651-748-6168 | Call with questions or concerns |

- **Absences:** If a student is unable to attend school they will be marked absent. Guardians may call the school to have an absence excused for things like illness, family emergencies or religious observations. Reasons like transportation, working or oversleeping are not reasons to excuse an absence. Absences that are not excused for a valid reason will be considered truanancies.
 - *What do I do if my student was absent or is going to be absent: Please call into the attendance line at 651-748-6190 to report an absence or pre-arrange an absence.*
- **Truanancies:** Absences that are unexcused will be considered truanancies. North High is required by law to report truanancies to the County authorities. Excessive truanancies can result in school and legal consequences. Students with 5 or more truanancies will qualify for a referral to the County Truanancy Offices. North High is also required to drop the enrollment of any students with 15 consecutive absences--excused or unexcused.
- **Tardies:** Students are expected to be on time to all classes. If they are not, they will be marked tardy. Missing more than 10 minutes of class time will result in the tardy being marked as an absence. Excessive tardies will result in school supports and interventions that may include parent phone conferences, detentions and reductions in opportunities for after school activities.
- **Daily Guardian Notification of Absences:** Guardians will be notified through our automated notification systems (phone call/text/email) at the end of the day when a student has been marked absent or tardy for at least one period during the school day.
- **Closed Campus:** North High School is a closed campus throughout the entire school day. Students are not allowed to leave campus during the school day. Students are not allowed to leave campus for lunch.
- **Late Arrivals/Early Releases:** Students must have a pass to leave school early for things like appointments. Please contact the attendance line or bring a note to the Welcome Desk to make these arrangements. Students arriving late to school will need either a parent note or a phone call to the attendance line explaining the late arrival. Students arriving within the first ten minutes of class will be marked tardy. Arriving more than 10 minutes late to class will be considered a class absence.
- **Vacations:** Pending Administrator approval, absences due to vacations may be excused up to 5 days. Additional days may be marked as unexcused.
- **Doctor Notes:** In cases of excessive excused absences for illness, the school may request a doctor's note before excusing additional absences.