**CHRISTIAN COUNTY ATTENDANCE INFORMATION**

The Kentucky Compulsory Attendance Laws, RKS 159.010 and KRS 159.180 state that the parent/guardian is responsible for keeping his/her child in regular school attendance.

1.      School hours are from 7:25 AM until 2:25 PM. Students are expected to be in their classrooms by 7:25 AM. Students arriving after 7:25 and checking out prior to 2:25 will receive a tardy.

2.      **Three (3) unexcused tardies are equivalent to one (1) unexcused absence**.

3.      Students should arrive no earlier than 7:00 AM, but no later than 7:25 AM when transported by car.

4.      Late students must be signed in at the office by a parent or guardian. (This does not apply to late buses.)

5.      Students leaving school before regular dismissal time must be signed out in the office by a parent or guardian. Only authorized persons designated by a parent or guardian may check a child out. **A picture ID is required for identification.**

6.      A signed parent note is required upon return from each absence. The following reasons will be accepted for excused absences:

a.      Illness of pupil

b.      Death in family

c.       Appointment with health professional (student only)

d.      Driver’s test (A statement from driver’s test administrator must be presented for the student to be excused for a reasonable amount of time.)

e. Court order (A statement from the court system must be presented for the student to be excused for a reasonable amount of time.)

f. One day for the attendance of the Kentucky State Fair

g. Other valid reasons as determined by the principal

7. Children running a fever of 100 degrees or more should not return to school until they have been fever free for a 24-hour period.

8. Checking in late or checking out early will generate a tardy.

A student who is absent must bring a note signed by his/her parent/guardian stating the reason for the absence when they return. Please put your child’s first and last name on the excuse, along with the teacher’s name. **This note shall be presented upon the student’s return or within Five (5) days or the absence will be unexcused**.

A student who is absent because of personal illness and goes to a health professional shall present the health professional’s statement within a reasonable time not to exceed **five days.** A health professional’s statement will be accepted for the student’s personal illness only, not for the illness of any member of his/her family.

Request for an excused absence other than stated above must be made in **advance** to the principal or assistant principal.

**Any child who has been absent from school without a valid excuse for three (3) days or tardy on three (3) or more days, is a truant. Any child who has been reported absent two (2) or more times is a habitual truant. Truancy procedures will be implemented.**

**ARMED FORCES DAY**

If a student’s parent, de facto custodian or other person with legal custody or control of the student is a member of the United States Armed Forces is deployed or is returning from deployment, the student shall be granted an excused absence for each day. The parents shall provide official documentation stating the arrival or departure dates of parent/guardian.

**ARMED FORCES RECUPERATION LEAVE**

If a student’s parent is stationed out of the country and is granted rest and recuperation leave, excused absences for up to five days will be given for visitation. Documentation should be on file prior to students taking AFD day(s) and AFR day(s). Without documentation, the absence(s) shall be marked absent.

**TRUANCY COURT/DISTRICT COURT**

**If a student has six (6) or more unexcused absences and/or combination of unexcused absences and tardies, his/her parent may be summoned to District Court to appear before the Christian County District Judge.**

Please refer to the Christian County Public Schools Code of Acceptable Behavior for the rules, regulations, and procedures concerning truancy.