



Bellport Middle School
Attendance/Lateness Policy



Late to school

1. Parents must sign students in or provide student's with a note explaining lateness.
2. Student's reasons for lateness will be assessed (excused, unexcused as per definitions).
3. 5 or more unexcused lateness parents will be notified and consequences will be assigned as follows:

5 times late: Letter to parent or guardian

10 times late: Letter to parent or guardian; Meeting with Social Worker; parental contact by Social Worker

15 times late: Letter to parent or guardian; Two days detention; Loss of after school activities for 1 week; and a parental contact by an Assistant Principal

20 times late

or more: Letter to parent or guardian; Three days detention; Loss of after school Activities for 2 weeks; and/or a parental conference

Absences

1. Students must provide a note of absence to their homeroom teacher upon returning to school.
2. All notes must include the date and reason(s) for absence.
3. If a note is not received, a referral will be sent to the student's administrator and an appropriate consequence will be assigned.
4. Three or more consecutive absences require a doctor's note. Please note, request for homework will be honored for three or more consecutive absences only. Requests can be made by calling 730-1631.

NOTE: Students with chronic attendance and lateness problems will be reported to the social worker, the district attendance office, and the appropriate social/legal agency.

Excused

- Sanctioned School activities/field trips
- Medical excuses
- Legal/Attorney/Family Court/Incarceration/Attorney or court officer.
- Death/Funeral
- Religious observances

To qualify for "EXCUSED absent" status, students must furnish appropriate written documentation upon their return to school.

Unexcused

Absences not mentioned above are interpreted under the law as "unexcused absences" including but not limited to vacation, shopping, babysitting, over-sleeping, needed at home, cold weather or missing the bus. Any reason not listed as excused shall be deemed unexcused unless the Building Principal determines otherwise.