


# Understanding Absences

Excused vs. Parent/Guardian Verified vs. Unexcused

State of Indiana Attendance Expectation: **94% (10 or fewer days missed per year)**

Excused	Parent/Guardian Verified	Unexcused
<p><b>Parent/Guardian notifies school on the day of the absence</b></p> <ul style="list-style-type: none"> <li>Illness verified with a physician statement dated at the time of the visit/illness <ul style="list-style-type: none"> <li>Note must be returned within 1 week or absence will be unexcused</li> </ul> </li> <li>Death in the family</li> <li>School sends the child home sick (if due to fever, the following day will also be excused)</li> </ul> <p><b>Pre-Arranged Excused Absences/Exempt</b></p> <ul style="list-style-type: none"> <li>Page for General Assembly</li> <li>Election Day Worker</li> <li>Court Witness</li> <li>IN National Guard Active Duty</li> <li>Civil Air Patrol</li> <li>Educationally related non-classroom activity as defined in IC 20-33-2-17.5</li> <li>Professional appointments (medical, dental, legal) when students return with an authorized, dated statement</li> <li>Observation of a religious holiday</li> <li>Maternity</li> <li>Military connected families' absences related to deployment</li> <li>Exhibiting/participating in state fair</li> </ul>	<p><b>Parent/Guardian notifies school on the day of the absence</b></p> <p><b>4 days per semester are allowed. Any day beyond 4 will be unexcused.</b></p> <p>A Parent/Guardian Verified absence is defined as a parent/guardian's choice to keep their child home due to the child's best interest.</p>	<p><b>Students should have ZERO unexcused absences</b></p> <p>An unexcused absence is defined as any absence not covered under the definition of excused absence, any absence beyond 4 parent/guardian verified per semester, or a non-verified absence (failure to notify the school of an absence within 24 hours).</p>
<p><b>Repercussions</b></p> <p>In addition to all building provisions in the student handbook:</p> <p>If a student accumulates 5 <u>unexcused</u> absences within a 9 week grading period, an attendance meeting will be held, as required by law. All absences are monitored and disciplinary action may result.</p> <p>Lake Central will refer students to Juvenile Justice Services upon reaching <u>10 unexcused absences</u> from school OR when the student has been <u>absent for any reason for 18 days during the school year</u>, as required by law.</p>		
<div>  <p><b>MISS A DAY, MISS A LOT.</b> <i>Attendance Matters</i></p> </div>		