

Southwest Vermont Regional Technical School District	<b>ATTENDANCE</b>	Policy # 5030C <b>[Required]</b>
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It is the policy of the Southwest Vermont Regional Technical School District to encourage attendance for the full number of days during which school is held for all students enrolled in the courses and programs at the Southwest Vermont Career Development Center or any educational sites operated by the District.

The philosophy of school attendance reflects our belief that a student's daily participation in the classroom learning experience is an integral part of his/her education. We believe that attendance is directly related to success in school. Daily classroom participation, and the work habits reinforced in the classroom are important tools for developing a well-rounded individual. Therefore, regular daily attendance takes precedence over situations, such as vacations and personal appointments.

This attendance policy is designed to promote positive work habits and attitudes in our students. Because of the experiential nature of technical education, missed learning experiences and lab opportunities are usually difficult and sometimes impossible to make up.

The District is committed to keeping accurate records of attendance for all students..

Legal Reference:

16 V.S.A. §§1121, 1122

	Date Drafted	Date Warned	Date Adopted
Southwest Vermont Regional Technical School District	6/20/05	10/17/05	11/21/2005

## **Career Development Center Attendance Regulations**

These regulations refer to the absence standards in place at the Southwest Vermont Career Development Center.

Any good technical program must instill good work habits and attitudes, as well as develop specific trade and academic skills. Our attendance policy is designed to promote positive work habits in our students. Our regulations will be consistently enforced by all CDC instructors.

**A) Attendance and Cut Regulation** -Attendance is the number one consideration of employers. We consider it extremely important for students' success.

### **Credit Loss for Absence - by school year**

1. 5 absences will result in a warning letter and may include a phone call to parent/guardian
2. 9 absences will result in a warning letter and may include a phone call to parent/guardian.
3. 11 absences will result in a loss of one credit.
4. 16 absences will result in a loss of two credits.
5. 21 absences will result in loss of three credits.

### **B) An absence will be any day a student misses a class, except the following:**

1. Excused absence due to an educational activity.
2. Absence due to extended illness - to be reviewed by sending school and CDC Administration.
3. Absence due to a contagious disease.
4. Absence due to bereavement.
5. Absence due to other unusual circumstances, to be reviewed by sending school and CDC Administration.

**C) Students with 100% attendance** for one year at the CDC will receive special recognition.

**D) Class tardiness** -Employers consider being on time for work as very important. Consequences for tardiness will be at the discretion of the teacher.