

DIOCESE OF DES MOINES
Catholic Schools Policies/Regulations

STUDENT PERSONNEL

Absences

It shall be the policy of the Diocesan Catholic Schools Board that absences from school be considered either excused or unexcused.

Excused absences are those that are approved by the school administration. These may include, but are not limited to: illness, family emergencies, diocesan, parish and school-sponsored or approved activities. Work missed during an excused absence may be completed for full credit. It is the student's responsibility to initiate contact with the teacher concerning missed work.

Unexcused absences are those not approved by the school administration. Because learning is important, work missed during unexcused absences should be completed.

Disciplinary action for unexcused absences is at the discretion of the school administration. A student who fails to attend school for the minimum number of days, per semester or year, established by the local board of education/school board, without reasonable excuse for absence, may be deemed to be truant.

The principal or a staff member designated shall serve as the truancy officer. The truancy officer shall investigate the cause of all truancy and, if truancy continues, the matter may be reported to the office of the respective county attorney. (299-IAC .8 and 281-IAC 12.2)

Policy Adopted: January 20, 1992

Policy Revised: March 25, 2013