

Based on state guidance at:

<https://www.azed.gov/sites/default/files/2020/09/School%20Finance%20Manual%20%5BG%5D%20Defining%20Excused%20Absences.pdf>

Pursuant to A.R.S. § 15-901(A)(1), excused absences are identified by the Department of Education. The Department of Education defines an excused absence as an absence due to illness, doctor appointment, bereavement, family emergencies, and out-of-school suspensions. Excused absences due to out-of-school suspensions must not exceed 10% of the instructional days scheduled for the school year. The Department of Education delegates the decision whether an absence due to family vacation is an excused absence to individual school districts and charter districts.

Pursuant to A.R.S. § 15-803(A)(2), in order for any of the above absences to be excused, a child who is under 16 years of age must be accompanied by a parent, guardian, or a person authorized by a parent.

State Statute on School Attendance

Arizona Revised Statute (A.R.S.) 15-803. School attendance; exemptions; definitions

A. It is unlawful for any child who is between six and sixteen years of age to fail to attend school during the hours school is in session, unless either:

1. The child is excused pursuant to section A.R.S.15-802, subsection D or section A.R.S. 15- 901, subsection A, paragraph 5, subdivision (c).
2. The child is accompanied by a parent or a person authorized by a parent.
3. The child is provided with instruction in a homeschool.

B. A child who is habitually truant or who has excessive absences may be adjudicated an incorrigible child as defined in section A.R.S. 8-201. Absences may be considered excessive when the number of absent days exceeds ten per cent of the number of required attendance days prescribed in section A.R.S. 15-802, subsection B, paragraph 1.

C. For the purposes of this section: 1. "Habitually truant" means a truant child who is truant for at least five school days within a school year. 2. "Truant" means an unexcused absence for at least one class period during the day. 3. "Truant child" means a child who is between six and sixteen years of age and who is not in attendance at a public or private school during the hours that school is in session, unless excused as provided by this section.

NPA Attendance Policy

At Northland Preparatory Academy we believe in the value of a solid education in preparing students for future success. For this to occur, students must be present and engaged in the learning process.

Students should be absent only when absolutely necessary, as many classroom activities cannot be made up. If a student has an absence, the following conditions will apply:

All missing work must be submitted in a timely fashion. Students are given one additional day for make-up work for every school day they are absent if the absence is due to illness.

Students who are absent may not participate in any school sponsored event either as a participant or spectator on the day of the absence.

Consequences of excessive absence:

- After the fifth (5th) absence, and any and all subsequent absences, during the term of either semester, a letter will be sent out by the registrar to the parents or guardians, notifying them of potential consequences of continued absence which may include lower course grades.
- With the seventh (7th) absence, and any and all subsequent absences, during the term of either semester, a conference between parent or guardian with the Dean of Students is required to explain the importance of attendance and the consequences of continued absence which may include lower course grades and/or loss of credit.
- A student absent from school for more than 10% of the school days per semester (9 days per semester, 18 days per year) may not receive credit for the course(s).

For planned absences, students are responsible for all missed work, due immediately upon return. In other words, students do not receive extra time for completing work for planned absences.

Note: Absences for extracurricular sports and other school approved activities do not count toward the 10% of absences mentioned above but are considered planned absences (see above).

Student Arrival and Departure

Students may arrive no earlier than 7:30 A.M. when front doors open and must be picked up no later than 15 minutes after their last class or club activity. There is no supervision of students prior to or after school; after 3:35 students will be sent to a mandatory after school study hall. On early release days it is imperative that parents pick up students by 2:00 p.m. as faculty meetings begin by 2:00 p.m. Once a student arrives at school, the student may not leave campus until the end of the day, unless signed out by a parent.

Leaving Campus

NPA maintains a closed campus for all students. As safety is our top concern, students may not leave campus for lunch. Excusing children from school to go out to lunch is not within the intention of maintaining a closed campus. Parents are strongly discouraged from doing so.

Once a student arrives on campus, even before school, the student is considered at school and may not leave campus during the school day. Parents may, at their discretion, sign their children out to go to appointments.

Check-Out Procedures During School

Students leaving school after arrival must check out through the office. Students must have a parent/guardian note or verifiable phone call in order to check out for any reason other than illness. The parent must come into the school to pick up the child, and no student will be released until parent or guardian has been contacted. Students not checked out will have an unexcused absence and disciplinary action will be imposed.