



ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

5200 ATTENDANCE AND TARDY POLICY

Attendance

Please plan your vacation schedule to coincide with the existing school calendar. When possible, please notify the school in advance of any absence. Students and Parents are responsible for obtaining homework or project assignments for the time period during which the student will be absent. Excused absences are defined by the State of Utah as: illness (Doctor's note will need to be provided, for absences beyond five (5) consecutive school days), medical appointment (notice must be given to the office before the appointment), family death, IEP or 504 accommodating educational reasons, or pre-approved extended absence for an educational experience. Approval must be given by the Entheos school director.

Entheos Attendance Policy

1. The attendance education policy is made available to parents through the student handbook and on the website.
2. After five (5) unexcused absences, the director sends an attendance email to parents.
2. After seven (7) unexcused absences, attendance letter #1 is sent by certified mail, and a mandatory attendance meeting is scheduled with the director, teacher, parent/guardian, and student.
3. After ten (10) unexcused absences, attendance letter #2 is sent by certified mail requesting attendance mediation, a referral to the Division of Child and Family Services for Educational Neglect (for students under 14 years old), or a referral to truancy court (for students 14 and older).

Tardies

Entheos Academy strives to create a positive learning environment, free from distractions, where all students can learn and succeed. Learning is best facilitated when students are in class and prepared. Chronic lateness disrupts the learning environment and inhibits students from reaching their full potential. Students are considered tardy when they arrive at school or class after the scheduled start time. Tardies will be excused if they are due to medical, bereavement, or other extenuating circumstances approved by the school administration.

Tardies will be dealt with on an individual basis with the teacher. If a student's tardiness becomes excessive, as determined by the school administrator, the administration of Entheos

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UPDATED APRIL 25, 2019; UPDATED JANUARY 22, 2026

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will become involved. The administrator may take away reward trips, prohibit participation in school activities, and/or assign the student to an after-school program. It is the student's responsibility to reach out to the teachers to obtain and make up all work missed due to tardiness.