

Attendance Policy

Adopted February 10, 2026

Purpose

Regular attendance is essential to student learning and academic success. This policy establishes attendance expectations, defines excessive absence and tardiness, and authorizes interventions to support student progress and instructional integrity in alignment with Utah law.

Attendance Expectations

Students are expected to attend school daily, arrive on time, and participate meaningfully in instructional activities. Excessive absences or patterns of tardiness interfere with learning and may result in required interventions.

Definitions

- **Tardy:** Arrival after the designated start of the school day.
- **Absence:** Missing a substantial portion of the instructional day, including full-day or partial-day absences as defined by administrative procedures.

Attendance Thresholds

The following thresholds are considered indicators of excessive absence and may trigger interventions:

- Six (6) absences in a trimester
- Eighteen (18) absences in a school year

These thresholds apply regardless of whether absences are excused or unexcused.

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Interventions and Academic Support

When attendance thresholds are approached or exceeded, the school may implement interventions, which may include:

- Parent or guardian meetings
- Required instructional makeup time or assignments
- Targeted academic support services
- Attendance contracts or monitoring plans

Interventions are intended to address missed instruction and support continued academic progress.

Excessive tardies may be converted to absences for attendance monitoring purposes.

Field Experiences

Participation in field experiences is a privilege connected to both attendance and behavior. Students with excessive absences or ongoing attendance concerns may be deemed ineligible to participate and will instead remain at school for structured instructional activities.

Administrative Authority

The Executive Director or designee is authorized to:

- Establish attendance procedures and definitions consistent with this policy
- Monitor attendance patterns
- Determine and implement appropriate interventions
- Communicate attendance concerns and decisions to families

The Executive Director retains discretion to apply this policy in accordance with state law and the best interests of students.

Compliance

This policy complies with applicable Utah statutes and Utah State Board of Education rules.