



ATTENDANCE POLICY

OVERVIEW

GO Bridgeport strongly believes that regular attendance contributes to the development of responsibility, discipline, and good work habits. Attendance also improves student’s opportunity for academic growth and success. The attendance regulations are designed to help students understand that the benefits of regular attendance will be gained through responsibility and commitment.

Scholars are expected to attend school, and arrive on time, every day that classes are scheduled. GO – BPT’s attendance expectations for scholars are:

- No scholar will miss more than 18 days of school over the course of the year (including excused and unexcused absences). The parent/guardian of any scholar that has 19 or more excused or unexcused absences will be required to attend a retention hearing.
- No scholar will exceed 10 unexcused absences. □Types of absences □GO Bridgeport distinguishes between excused and unexcused absences for the purpose of our records and to determine cases of truancy. □

Excused Absences □

Absences for the following reasons will be excused with proper documentation to verify:

- Illness or injury
- Deaths in the family
- Family emergency
- Religious holidays or religious obligation
- Required court appearances □Unexcused Absences □Unexcused absences are absences other than excused absences including:
 - Absences that are not reported by the parent and verified with proper documentation
 - Vacation days which do not occur during designated school vacations
 - Not attending or classes without the knowledge and permission of the parent or school □

DISCIPLINARY ABSENCES

Absences that are the result of suspension due to a consequence are considered absent.

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The Connecticut State Board of Education policy states that “A student is considered to be ‘in attendance’ if present at his/her assigned school or an activity sponsored by the school, such as a field trip, for at least half of the regular school day. A student who is serving an out of school suspension or expulsion should always be considered absent. □

TARDINESS □

Getting to school on time is key to each scholar’s success, at school and in life. Late scholars miss academics, and tardiness in general is a bad habit. GO Bridgeport believes that the most effective way to change student behavior is to reinforce and maximize appropriate conduct such as coming to school on time.

Any time a student is more than 10 minutes late for school without a doctor’s note, they will earn an after school detention.

EARLY DISMISSAL

Scholars are expected to stay in school until the very end of the day. Early pickups are disruptive to the learning environment. Doctor’s appointments should be scheduled after school hours or on Fridays, when scholars have an early dismissal time of 12:30pm.

PROCEDURAL BENCHMARKS AND TRUANCY INTERVENTIONS

For purposes of this section, truant means a child age 5 to 18, inclusive, and have 4 unexcused absences from school in any one-month or 10 unexcused absences from school in any school year. A habitual truant is any such child who has 20 unexcused absences within a school year. Below are requirements of CT Statute 10-198a (Policies and Procedures Concerning Truants). A DCF referral must be filed no later than 15 calendar days, after failure of parent to cooperate with attempts to solve truancy issues or for any child defined as habitually truant. □ See chart below for easy reference:



Attendance Truancy & Tardy Interventions		
Level	Number of Absences	Action
I	2 Unexcused Absences	Phone call home by Attendance Officer offering intervention/ support
	4 Unexcused Absences	Attendance Officer emails Advisory teacher to makes a phone call home. Advisory teacher logs in PowerTeacher.
		Attendance Letter with detailed absence dates mailed home by attendance officer.
II	6 Unexcused Absences	1 st Home Visit Referral
		Mandatory Parent Conference to make attendance plan
	8 Unexcused Absences	Attendance Officer emails Advisory Teacher who makes a phone call home, logs in PowerTeacher
		Follow-up letter sent (Certified mail) with attendance plan in place for further attendance issues.
III	10 Unexcused Absences	Attendance Officer refers to scholar to SAT
	12 Unexcused Absences	2 nd Home Visit Referral
	15 Unexcused Absences	Attendance Officer refers scholar to PPT
		Juvenile Review Board Referral for Truancy

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	17 Unexcused Absences	Department of Children & Family Referral
	20 Unexcused more Absences	Family w/Service Needs Referral w/Special

OTHER ATTENDANCE POLICIES

Transportation and Attendance: Missing the bus is not an acceptable reason to miss an entire day of school. Although students shouldn't miss the bus, each student should have a backup plan for getting to school. Parents should call the school to inform the Attendance Officer immediately after the student misses the bus so that the school knows the situation and can help problem-solve.

Appointments: Parents/Guardians are responsible for scheduling medical appointments outside of school time. The best times are Friday afternoons after dismissal (12:30pm), or when school is not in session. In the rare case that a student has a medical appointment at a time when school is in session, it is encouraged that he/she should not be absent for the entire school day.

Attendance and After-School Events - Students who are absent from school cannot attend school events.