
A guide to understanding the Ansonia Board of Education Attendance Policy for Prendergast School



Issued in September 2009

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Policy Statement on Attendance

Regular school attendance is essential to the overall academic, social and emotional development of students. In accordance with and under penalty of State law, parents and school personnel are required to ensure that students attend school and/or otherwise receive educational services. For this reason, the Ansonia Board of Education believes that parents and school personnel must work together to help students take advantage of educational opportunities.

Who Must Attend School

Parents/guardians must ensure that children between the ages of 5 and 18 attend school regularly during the hours and terms the Ansonia Public Schools are in session. There are exceptions:

1. The student has graduated from high school.
 2. The student is age 5 or 6 and the parent or other person having control of the student has appeared at the Ansonia Board of Education office and completed forms opting the child out of enrollment for that school year.
 3. The student is age 16 or 17 and the parent or other person having control of the student has appeared at the Ansonia Board of Education office or his/her school and completed forms opting the child out of enrollment for that school year.
 4. The parent or other person having control of the student provides written confirmation to the Board of Education that the student is elsewhere receiving equivalent education in studies taught in the public schools and/or has completed the necessary home-schooling paperwork with the Superintendent's Office.
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PARENT/GUARDIAN SIGN-OFF

By signing this, I acknowledge that I have read the Attendance Policy and Guidelines for Ansonia Public Schools, as outlined in this flyer. I agree to abide by the policy outlined in this flyer.

Signature _____

Printed Name _____

Date _____

Names and Grades of children attending John G. Prendergast School: _____

PLEASE RETURN TO Prendergast School. Thank you for your assistance.

ANSONIA ATTENDANCE POLICY

Excused Absences

With official documentation, at the discretion of the Ansonia Public Schools administration, the following absences from school *may* be considered “excused”:

1. Illness with written doctor’s verification upon three or more consecutive absences, four or more days of absence from school in one month, or medical documentation for a chronic illness;
2. Appointment with a health professional for emergency purposes only;
3. Death in the family;
4. Observance of religious holidays;
5. Court appearances;
6. Suspension/expulsion from school;
7. Limited absence from school with parental consent, subject to the approval of the Superintendent or his/her designee; *or*
8. High school/college orientations, subject to approval by the guidance department and/or Building Principal.

Unexcused Absences

Absences that are not considered to be excused by the Ansonia Public Schools administration will be considered “unexcused absences.”

Tardy and Early Departure

The term “tardy” means the arrival of a student to school any time after the scheduled start of the school day. The term “early departure” means a departure of a student from school any time prior to the scheduled end of the school day. Four (4) unexcused tardies or early departures will constitute

one (1) unexcused absence. Students arriving after the scheduled start of the school day must be accompanied into the school building by a parent/guardian.

Truancy

A student will be considered “truant” if he or she is between the ages of 5 and 18, enrolled in the Ansonia Public Schools, and has four or more unexcused absences in any calendar month or 10 unexcused absences in any school year. Upon a determination that a student is found to be truant, school personnel will:

1. Meet with the parents or other persons having control of the truant child to discuss the truancy problem. The meeting shall be held no later than 10 days after the fourth unexcused absence in a month or tenth unexcused absence in a year. Please be aware that the Superintendent is required by State law to file a “Family With Service Needs” petition with the Connecticut Superior Court if the parent or person responsible for the education of the student fails to attend this meeting or otherwise fails to cooperate with school administration in attempting to solve the truancy problem; *and*
2. Coordinate services with and referrals of such students to community agencies providing child and family services.

Additionally, the schools will:

1. Provide notification annually at the beginning of the school year and upon any enrollment during the year to the parents or persons having control of each student of their obligations;
2. Obtain annually from the parent or other person having control of each student a telephone number or other means of contact during the school day; *and*

3. Whenever a child enrolled in school fails to report on a regularly scheduled school day, school personnel will make a reasonable effort to notify, by telephone, the parent or such other person having control of the student.

Loss of Credit and Retention

Grades K-8

Students absent 20 or more days each school year shall be seriously considered for retention. The School Review Board, comprised of principals, teachers and other staff, determines that the student is eligible for advancement to the next grade. These absences include all legitimate illness absences and any or all other reasons a student may have for staying home or a parent may have for keeping a student home. Evidence of extraordinary illness must include statements from a physician.

If a student accumulates 20 days of unexcused absences, he/she shall be identified as truant and the School Review Board will meet to determine retention. Any appeal requesting an exception to the policy will be acted upon at this time. For students attending Prendergast and Mead School, the appeal should be made in writing to the Building Principal. For students attending Ansonia Middle School, appeals should be made in writing to the Guidance Department.



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