**Attendance**

Participation in class activities, presentations, clarification and explanations are all essential parts of the educational process. Please call the school at 254-4720 ext. 37111 if your student will not be in attendance. It is the responsibility of the parent to notify the school. Absences will be recorded as unexcused if the school does not receive a call or a note from the parent explaining the reason for the absence(s). Absences will be excused for the following: illness, injury, or medical purposes; death in the family; extended physical, mental or emotional disability; custody by court or law enforcement authorities; required court appearance, or with advanced notification and administrative approval, per MCVSD 51 Board Policy (JH-R). The school may require suitable proof regarding absences including written statements from medical sources.