As we enter our third week of the school year, be mindful of medical appointments your child must attend during the school day. If possible schedule medical appointments after school to avoid missing academic classes. Thursdays are also good days to schedule appointments with the release time of 1:30 pm. And remember to bring a note confirming the appointment (AMED) for the school to record the absence correctly. It's also important to contact the school if your child is unable to attend (AP) for the day due to an illness or other reasons. For more details regarding absences visit page 23 of the PSH.

ACADEMIC POLICIES REGARDING ABSENCES

Academic Policy for Absences
Students must make up missed exams/quizzes within 48 hours of the student’s return unless the student makes other arrangements with the teacher. Upon the day of return to school, the student must turn in coursework that was due the day(s) of the absence and also communicate with the teachers regarding missed coursework.

Academic Policy for Truancy
Students who are truant may not make up any work/assessments missed that day.

Academic Policy for Excessive Absences
Families will receive a letter from the Academic Counselor that absences from class have become excessive, may be impacting academic performance, and have begun to place an undue burden on faculty. At 5 non-school related absences, a meeting will be required with the Dean of Curriculum and Instruction
where the student will be placed on an Academic Contract that outlines the attendance conditions necessary to earn credit for classes as well as, in some cases, remain enrolled in the school.

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