

Book	Policy Manual
Section	200 Students
Title	Attendance
Number	204
Status	Active
Adopted	September 17, 1998
Last Revised	October 1, 2008
Last Reviewed	July 8, 2020

Purpose

This policy is intended to emphasize attendance as a major dimension in a student’s education. Because the Board of School Directors (“Board”) of Springfield School District (“District”) recognizes the importance of regular attendance if students are to attain maximum benefit from the educational process and the necessity for them to develop good attendance habits, students are expected to be in regular attendance in order to receive credit for courses taken. It is recognized that absence from school is necessary under certain conditions. However, every effort should be made by students, parents, teachers, and administrators to keep absences and tardiness to a minimum. [\[1\]](#)

Authority

Attendance shall be required of all students during the days and hours that school is in session, except that authorized District staff may excuse a student for temporary absences upon receipt of satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence. [\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)

The Board shall establish and enforce attendance requirements, in accordance with applicable laws and regulations, Board policy and administrative regulations.

Student attendance at school is basically the responsibility of the parents and students. In order for the parents to fulfill their responsibility, the school must keep them informed. In accordance with Section 1327 of the Public School Code, every child of compulsory school age is required to attend school during the period of time starting when the child enters school as a beginner until s/he reaches the age of eighteen (18) or graduates from a senior high school. The purposes underlying these regulations are to: [\[2\]](#)[\[8\]](#)[\[9\]](#)

1. Present the legal basis for school attendance practices.
2. Provide guidelines for attendance procedures.
3. Describe practices and penalties associated with the various categories of absences.
4. Offer an educational program, predicated upon the presence of the student, which requires continuity of instruction and classroom participation.

5. Help students develop a sense of responsibility, discipline, and good work habits.
6. Maintain close communication and cooperation between home and school to encourage and sustain regular school attendance.
7. Improve the students' chances for academic and social accomplishment.

Nothing in this policy should be construed as precluding the use of innovative technologies to participate fully in the educational process.

SUPERSEDES: Policy No. 5113, Student Attendance

DISCLAIMERS:

This policy is superseded by all current federal and state laws and mandates.

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Legal

1. 22 PA Code 11.41
2. 24 P.S. 1327
3. 24 P.S. 1329
4. 24 P.S. 1330
5. 22 PA Code 11.23
6. 22 PA Code 11.25
7. 22 PA Code 12.1
8. 22 PA Code 11.13
9. 24 P.S. 1326
- 24 P.S. 510.2
- 24 P.S. 1301
- 24 P.S. 1302
- 24 P.S. 1332
- 24 P.S. 1333
- 24 P.S. 1339
- 24 P.S. 1327.1
- 24 P.S. 1333.1
- 24 P.S. 1333.2
- 24 P.S. 1333.3
- 24 P.S. 1546
- 22 PA Code 11.11
- 22 PA Code 11.24
- 22 PA Code 11.22
- 22 PA Code 11.28
- 22 PA Code 11.26
- 22 PA Code 11.21
- 22 PA Code 11.8
- 22 PA Code 11.5
- 22 PA Code 11.34
- 22 PA Code 11.32
- 22 PA Code 11.31
- 22 PA Code 11.31a