




## Timpview High School Attendance Policy Summary

### Goals

The goals of the Timpview High School (THS) Attendance Policy are to:

- 1) Ensure the safety of our students;
- 2) Provide students with engaging classroom learning experiences in every class;
- 3) Celebrate students who are consistently in class and taking advantage of learning opportunities;
- 4) Provide appropriate tiered interventions for students (parents) who need additional support in school attendance.

### Tiered Intervention Support

	Tier 1 Outstanding	Tier 2 Satisfactory	Tier 3 Needs Improvement	Tier 4 Unsatisfactory
<b>Attendance Goals</b>	No (0) Truancies (Unexcused Absences)*	No (0) Truancies (Unexcused Absences)*	1 - 4 Truancies (Unexcused Absences)* per semester	5+ Truancies (Unexcused Absences)* and/or 20+ Parent Excused absences per semester
				
<b>Attendance Support</b>	Quarterly and Yearly Celebrations	Quarterly and Yearly Celebrations (If Tardy Goals are Tier 1)	Assigned to Attendance School	Counseling - Attendance Plan Parent/Teen Mediation Education and the Law Wkshp. District Truancy School
<b>Tardy Goals</b>	0-8 Tardies per semester	9-12 Tardies per semester	13-19 Tardies per semester	20+ Tardies per semester
				
<b>Tardy Support</b>	Quarterly and Yearly Celebrations	Notice of Attendance Outcomes	Assigned to Attendance School	Counseling - Attendance Plan Parent/Teen Mediation Education and the Law Wkshp. District Truancy School

*Celebrations:* Students that have achieved positive attendance outcomes will be rewarded.

*Attendance School:* A student will be required to recover missed time – 20 minutes for each Tardy & 90 minutes for each Truancy – once the student reaches the Tier 3 (Needs Improvement) Level. **\*If not excused, any Unexcused Absence will be considered a Truancy after five (5) days. A student may not participate in any extracurricular activities, ceremonies, or similar (e.g. clubs, athletics, dances, graduation, etc.) once the student is assigned to Attendance School and until the missed time has been recovered.** Please see chart.

### Parents/Guardians

Parents/Guardians play an essential role in the Attendance Policy to provide effective support for all students. We hope parents will:

- Check PowerSchool attendance outcomes regularly
- Contact the THS Attendance Office to excuse Unexcused Absences before five (5) school days pass
- Make sure notes/phone calls excusing Unexcused Absences include: 1) date of the absence(s), 2) specific class period(s) missed, 3) phone number where a parent can be easily reached, 4) who is excusing the student
- Contact an administrator about extenuating circumstances for absence appeals within a timely manner
- Pre-excuse any predicted absences (e.g., vacations, doctor appointments, family events, etc.)

For a more detailed description about the THS Attendance Policy, including when Attendance School is offered and costs, please refer to the 2017-2018 Student Handbook or access the policy online at [www.timpview.provo.edu](http://www.timpview.provo.edu).