Margaret Long Wisdom High School

Attendance Goals and Expectations: 96%

2017-2018

Dear Parents/Students:

All students will be REQUIRED to follow the attendance goals and expectations set by Wisdom High School. Below, is the attendance policies, procedures, and expectations that MUST be followed at all times during 2017-2018 school year:

1. Students are expected to be present at school EVERYDAY ON TIME no later than 7:30 am daily.
2. Students with 3 or more tardies can expect to receive tardy discipline consequences from their Dean.
3. There will be daily attendance call outs made home to students who are absent and have excessive absences. An attendance referral will be made to our campus At Risk Program Administrator for further student and home investigation.
4. If a student is absent, he/she is expected to turn in an official excuse note 3 days after their absence to Mrs. Washington’s office.
5. There will be weekly attendance monitoring for students who have a minimum of 2 UNEXCUSED ABSENCES. If students reach 3 or more UNEXCUSED ABSENCES, there will be an attempt to contact parents with a phone call home, daily home visits or job visits, mailed or hand delivered District Warning Letters and/or a CITATION will be issued to the student and the parent for “Failure to Attend School”.
6. Students are not allowed /permitted to leave campus at any time during school hours by themselves/nor skip school. Students and parents will receive a **“Failure to Attend School Citation”** from campus Truancy Officer.
7. When students are signed out early, the student is expected to turn an official excuse note for the periods/days missed the following school day to Mrs. Washington’s office.
8. Wisdom HS will only accept 3 hand written excuse notes per semester for the 2017-2018 school year.
9. Please prevent any all-day absences if possible, by scheduling appointments in the afternoon or weekend.
10. Students are expected to be in FULL uniform daily, ID and lanyard.

**Texas Education Code HB28, school attendance is compulsory and is required for a student to attend school every day on time or a CITATION will be issued.**

Kenya Washington-Clements, At Risk Program Administrator

Location: Main Office Room 1704.6

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Estimados Padres / Estudiantes: