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## **Student Absences and Excuses**

It is the parent and/or guardian's responsibility to maintain regular attendance of their child(ren) at the public charter school. A student's absence from school or class will be excused under the following circumstances:

1. Illness of the student, including mental and behavioral health of the student;
2. Illness of an immediate family member when the student's presence at home is necessary;
3. Emergency situations that require the student's absence;
4. Student is a dependent of a member of the U.S. Armed Forces<sup>1</sup> who is on active duty or who is called to active duty. The student may be excused for up to seven days during the school year;
5. Field trips and school-approved activities;
6. Medical and dental appointments. Confirmation of appointments may be required;
7. Other reasons deemed appropriate by the public charter school administrator when satisfactory arrangements have been made in advance of the absence.

PBCCS shall notify a parent or guardian by the end of the school day if their child has an unplanned absence. The notification will be either in person, by telephone or another method identified in writing by the parent or guardian. If the parent or guardian cannot be notified by the above methods, a message shall be left, if possible.

After 10 consecutive days of absence, students are dropped/withdrawn from school enrollment. In extenuating circumstances, parents may request an enrollment waiver from the Board. If granted, the enrollment waiver ensures enrollment beyond 10 consecutive days of absence. Parents and/or guardians need to contact the office to re-enroll their child in school after 10 consecutive days of absence.

END OF POLICY

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<sup>1</sup> U.S. Armed Forces includes the Army, Navy, Air Force, Marine Corps and Coast Guard of the United States; reserve components of the Army, Navy, Air Force, Marines Corps and Coast Guard of the United States; and the National Guard of the United States and the Oregon National Guard.

**Legal Reference(s):**

[ORS 109.056](#)  
[ORS 338.115\(2\)](#)  
[ORS 339.030](#)  
[ORS 339.055](#)

[ORS 339.065](#)  
[ORS 339.071](#)  
[ORS 339.250](#)  
[ORS 339.420](#)

[OAR 581-021-0046](#)  
[OAR 581-021-0050](#)  
[OAR 581-023-0006\(11\)](#)