

Attendance Policy: Berkshire Elementary School 2006-2007

Regular school attendance is one of the most important factors in successful learning for all students.

When students are absent from school they not only miss instruction but they also miss the opportunity to participate in learning centers, class discussions, and class projects. Generally, students with satisfactory or better attendance are more successful in school. These students score higher on standardized exams such as CTBS and MSA. They also score higher on tests given after completed units. One of the best ways parents can help their children be successful in school is to help their child be on time and ready to learn every school day. Berkshire Elementary School considers attendance to be an extremely important factor for our students. In fact, regular school attendance is considered so imperative to school success that a separate *Attendance Committee* has been formed to address attendance issues.

The Attendance Committee will work with students, parents, administrators, and the Baltimore County Public Schools Pupil Personnel Worker to improve the attendance for all of our students. Random weekly attendance prizes will be awarded to students with *perfect attendance* for that week. *To earn the random weekly prizes students must attend school everyday, be on time for school, and stay all day.* Each quarter students with *perfect attendance* will be recognized at the awards assembly. At the end of the school year students with *outstanding* and *perfect attendance* for the year will earn trophies. Read below to learn how to qualify for *perfect* and *outstanding attendance*.

Perfect Attendance: In order for students to earn **Perfect Attendance** for each quarter they must attend school *everyday* during that quarter. Even one absence, whether excused or unexcused, will exclude your child from having **perfect attendance**. Students are allowed one excused tardiness and one excused time to leave early per quarter to still qualify for quarterly **perfect attendance**.

In order for students to earn the **Perfect Attendance Trophy for the year** they must attend school everyday during the school year. Students are allowed one excused tardiness and one excused time to leave early per

quarter to still qualify for the **perfect attendance trophy**. Even one absence, whether excused or unexcused, will exclude your child from earning the **perfect attendance trophy**.

Outstanding Attendance: In order for students to earn **Outstanding Attendance** for each quarter they may not be absent for more than **1 day per quarter**, whether excused or unexcused. Students are allowed one excused tardiness and one excused time to leave early per quarter to still qualify for **outstanding attendance**. Students in each classroom with **outstanding attendance** each quarter will have their names posted in the showcase.

In order for students to earn the **Outstanding Attendance Trophy** for the year they must not be absent for more than **4 days during the school year**. Students are allowed one excused tardiness and one excused time to leave early per quarter to still qualify for the **outstanding attendance trophy**.

Change in state policy regarding attendance: If a student misses time that equals half of the school day, from being tardy or from early dismissal, the student will be marked absent for half of a day.

Eagle's Nest Award: Students earn the Eagles Nest award for demonstrating positive self-development characteristics. Being responsible with regards to their school work, being at school, on time and ready to learn are a few examples of positive self-development characteristics. In order for students to qualify for Eagles' Nest Awards they may not be absent for more than *2 days per quarter*. Students are allowed one excused tardiness and one excused time to leave early per quarter to still qualify for the ***Eagle's Nest Award***.

If your child is absent, please call the school at 410-887-7008 prior to 9:00am. If you are unable to reach the main office, a message may be left on the health suite phone line at 410-284-0931.

If you have any questions about the attendance policy or are having difficulty getting your child(ren) to school on time, please see Mrs. Gardill, school counselor, or Mrs. Jirsa, school nurse.

Thanks to all of the parents who instill the importance of education in their children by having their children here, on time, and ready to learn EVERYDAY!

The Attendance Committee