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#BiggerBetterStronger

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Dear Parent/Guardian:

Please review the District policy regarding tardies and early dismissals. According to p.18 of the HCSD Student Progression Plan and School Procedures Handbook,

“A tardy to school will become an absence from that class if more than 25% of the class period is missed in secondary grades or 50% of the day in K-5 classes. Every 5 Tardies will equal one full day absence for students in K-5 classes. Every 5 unexcused early dismissals will equal one full day absence for students in K-5 classes. *A parent(s)/guardian(s) request for early release or late arrival will be an unexcused absence unless the release is for verified medical, dental treatment or other reasons defined for excused absences by the School Board.*”

Also please review how attendance can impact eligibility for extracurricular activities: **“Based on the number of unexcused absences, *students must maintain a 90% attendance rate in all class periods throughout the school year in order to maintain privileges and participate in extracurricular events to include but not limited to: dance, field trips, performances, athletics, and any other activity with attendance requirements.*** A student must be reported as present for the entire school day in order to participate in extracurricular events, interscholastic competitions, performances and practices.”

“Excused Absences - Parents or guardians can excuse up to five (5) days per semester (half a year) *by providing a written and signed note(s) within three (3) days of the student’s return to class*”. Examples of excused absences can be found on p.19 of the HCSD Student Progression Plan and School Procedures Handbook

Attendance has a powerful impact on student performance, so please make every effort to have your child in school, for the full day, every day. Thank you in advance for making your child’s education a priority!


Cari L. O'Rourke
Principal