

## Attendance / Truancy Policy

Louisiana State Law mandates compulsory school attendance and students are expected to be in attendance every school day scheduled by the local school board until their eighteenth (18<sup>th</sup>) birthday. Elementary students, Kindergarten through 8<sup>th</sup> grade, shall not exceed 10 days per year of absences or tardies. In accordance with this law, students at the International School of Louisiana must be in attendance a minimum of 167 days a school year.

**TRUANCY** is defined as any student having either 5 unexcused tardies or 5 unexcused absences within a school semester per RS 17:233. The school year is split into 2 equal parts, each being a semester.

**TARDINESS:** At the International School of Louisiana (ISL) school hours begin at 7:45am; a child not in class by 8:00am is considered tardy. **A student arriving after 8:00am must be issued a late slip from the front desk to be admitted to class.**

**School dismissal on Monday, Tuesday, Thursday and Friday is 3:30pm for all students; dismissal on Wednesday is 2:30pm for all students.**

**A child checked out of school unexcused before dismissal is considered tardy.**

The only exception to the attendance regulation shall be extenuating circumstances, as defined by the State and listed in the ISL Parent Student Handbook. For any other extenuating circumstances, parents may make a formal appeal in accordance with the due process procedures established by the school system and described in the ISL Parent-Student Handbook.

All excuses, including original doctor/dentist verification, for a student's absence or tardy must be presented to the school within five (5) days of the student's return to school to be considered for extenuating circumstances.

### Attendance/ Truancy Policy Agreement

I have read and understand the Attendance Regulations and the Truancy Criteria for the International School of Louisiana.

Child Name: \_\_\_\_\_  
(Please print)

Grade: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If you have any questions or concerns regarding school attendance, contact your school's Principal.