

Attendance 2020-2021

New Kent High School

- **Attendance** will be taken by your teacher during **each** class session: block 1, block 2, block 3, and block 4.
 - This attendance policy is followed during times of in-person learning and during times of virtual learning.
- All class absences and class tardies, both during times of in-person learning and during times of virtual learning, will be determined as either EXCUSED or UNEXCUSED, depending on the reason provided by the parent/guardian.
- A reason for an in-person or virtual class absence should be reported **within two (2) school days after the class meeting**.
 - ATTENDANCE LINE: (804) 966-9671 **option 2** is always available for voicemail messages.
 - Send email to NKHSattendance@newkentschools.org **OR** ATodd@nkcp.k12.va.us to reach Mrs. Alveza Todd, NKHS Attendance Coordinator.
- Any student who does not join a virtual class session will remain noted in PowerSchool as unexcused (UAB) absence by the teacher.
- Any student who joins a virtual class session late will remain noted in PowerSchool as an unexcused tardy (UT) by the teacher.
- The parent/guardian may provide a reason for unexcused tardies (UTs) via **email or voicemail message**, so long as the reason for the unexcused tardy is provided on the **SAME** school day of the tardy.
- Students who accumulate excessive unexcused tardies (UTs) or unexcused absences (UAB) during in-person and/or virtual learning will be documented and reported to New Kent High School building administrators.
- **ATTENDANCE CODES:** =Present | UAB = Unexcused Absence | T = Tardy | UT = Unexcused Tardy
| HB=HomeBound | ISS = In School Suspension | OSS = Suspended | RSS = Remote Suspension |
PC = Parent Note/Call | LD = Legal Document (Ct/Dr) | LVE=Leave | ACT=School App Activity
| UNV=Unverified Absence
- **All absences and tardies will be determined either excused or unexcused.**
Excused absences and tardies will be considered for:
 1. Personal illness
 2. Death in the family
 3. Religious observance
 4. Medical, professional or legal appointments
 5. Court appearance
 6. Other educational experiences (written administrative approval is required three [3] school days prior to absence)
 7. Physical emergency conditions (i.e. fire, flood, storm)
 8. Any athlete tardy due to a late return of sporting event night before, must be approved by AD