



## Riverview School District Excuse for Absence or Tardiness



\_\_\_\_\_ was (absent/tardy) from school \_\_\_\_\_

Pennsylvania School Law requires an explanation in each case for absence or tardiness. Please state the reason below.

The reason for absence was: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_ Signature of Parent/Guardian \_\_\_\_\_

Absences must be supported by a written message from the parent submitted to the school within a three-day period following the absence (including the day of return). The following policy will be applied to students who return from an absence without a written excuse; the absence will be considered to be **unexcused** or **illegal**.

Tardiness to school: Any student who reports to class later than 8:30 will be considered tardy. Any student who is more than 20 minutes late must come with a written excuse.

### RIVERVIEW SCHOOL DISTRICT ATTENDANCE (GRADES K-12) POLICY 204

The Board recognizes that attendance is an important factor in educational success, and supports a comprehensive approach to identify and address attendance issues.

The Administration will report, to appropriate authorities, infractions of the law regarding attendance of students below the age of seventeen (17). The building principal will issue a written notice to any parent or guardian who fails to comply with the compulsory attendance law. Such notice shall inform the parent or guardian of the date(s) on which the absence occurred, that the absence was unexcused and in violation of the law, and that the parent is liable under the law for the absence of the student. In addition, the parental notification will state that further violation will be prosecuted without additional notice. The building administrator will also file charges with the District Magistrate.

The Board considers the following conditions to constitute reasonable case for excused absence from school:

Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons	Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory
Quarantine	Family emergency
Recovery from accident	Required court attendance
Death in family	Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request
Observance of a religious holiday observed by bona fide religious group, upon prior written parental request	College or postsecondary institution visit, with prior approval

Please refer to Board Policy 204 for additional information.