

## Compulsory School Attendance

No. 431  
(R) 4-13-87  
(R) 1-9-89  
(R) 9-14-92  
(R) 7-8-96  
(R) 7-14-97  
(R) 9-14-98  
(R) 4-12-99  
(R) 3-9-15

### I. Compulsory Attendance Age

- A. In accordance with Wisconsin Statute 118.15, all children between 6 and 18 years of age must attend school full time until the end of the term, quarter, or semester in which they become 18 years of age or graduate. If a student is enrolled in a district 4k or kindergarten program they are subject to the same school attendance requirements.
- B. Upon the student's request of the school board and with the written approval of the child's parent or guardian, any child who is 16 years of age or over and has been found to be a child at risk (refer to s.118.153), may attend, in lieu of high school or on a part-time basis, a vocational technical and adult education school if the child and his or her parent agree, in writing, that the child will participate in a program leading toward the child's high school graduation.
- C. A child requesting admission to an alternative program leading toward high school graduation will remain in school until all check-out procedures are completed.

### II. School Attendance Officer

- A. The building principal or the principal's designee at each of the district's schools is designated to deal with matters relating to school attendance and truancy.
- B. The attendance officer of each school shall determine daily which pupils enrolled in the school are absent from school and whether that absence is excused.

### III. Student Absences

Because the School Board realizes the value of regular attendance in enabling students to profit from the school program, it shall be the policy of the School District of Lodi to require regular and punctual attendance of all students.

- A. Excused absences from school include illness, death in the family, family health emergency, approved religious holidays and school sponsored trips. Students may be pre-approved for up to a total of ten (10) days per year if the parent/guardian has made a written request in advance of the expected absence and the absence has been pre-

approved by the building principal or his/her designee.

- B. Pre-approved absences may include but are not limited to such things as:
  - 1. Routine medical/dental appointments
  - 2. College visits (Jr./Sr.)
  - 3. Family vacations
  - 4. Driver=s exams
  
- C. If the School Principal or his/her designee has not received a written request in advance of a pre-arranged absence from the parent/guardian, except in cases of illness, death in the family, family health emergency, approved religious holidays or school sponsored trips, the school district will consider the absence to be unexcused.  
  
Appropriate discipline procedures shall be utilized in cases of unexcused absences as identified in each building's student/parent handbook. Students bear the responsibility for making up assignments in accordance with procedures outlined in each building's student/parent handbook.
  
- D. Suspensions for disciplinary reason are considered unexcused absences but will not be counted when considering cases of habitual truancy under Wisconsin Statutes s.118.16(I)(c)

#### IV. Truancy

Habitual truancy is defined under State of Wisconsin Statutes 118.16 as the following:

- (a) "Habitual truant" means a pupil who is absent from school without an acceptable excuse under s.118.15 for part or all of 5 or more days on which school is held during a school semester.
- (b) "School attendance officer" means an employee designated by the school board to deal with matters relating to school attendance and truancy.
- (c) "Truancy" means any absence of part or all of one or more days from school during which the school attendance officer or principal, has not been notified in writing of the legal cause of such absence by the parent or guardian of the absent pupil, and also means intermittent attendance carried on for the purpose of defeating the intent of s.118.15.

It is the belief of the school administration and faculty of the School District of Lodi that the responsibility for school attendance belongs to the student and the parents or guardians. Learning cannot take place effectively when the student is continually absent from the classroom.

Formal procedures for dealing with truancy shall be outlined in the appropriate student/parent

handbooks and reviewed annually with the Board of Education.

LEGAL REFERENCES: s.118.15  
s.118.155  
s.118.16  
s.118.162  
s.118.163  
s.118.18  
s.948.45

Procedures: Student Handbook