

### **Chronic Absenteeism and Tardiness**

At Brown Elementary we have been experiencing high levels of Chronic Absenteeism and Tardiness. Please do your best to ensure your children are at school and arrive on time. The Washoe County School District requires that we mail Courtesy Attendance Letters home notifying parents/guardians of their children's absences and tardies.

At Brown Elementary School we want to make sure students are meeting their grade level standards, completing makeup work when absent and that parents/guardians are notifying the Front Office when students are absent. Parents/Guardians can call the Front Office at 775-851-5600 or report absences via the Infinite Campus Parent Portal. The tool can be found in the Parent Portal, by navigating to the More option and selecting Absence Requests from the menu.

#### **As per the Washoe County School District, Chronic Absenteeism is defined as follows:**

- Chronic absence = missing 10% or more of school for any reason.
- Students will not be retained or fail a course (high school) solely due to attendance.
- School principals may consider chronic absence when making decisions regarding retention or course failure.
- Chronic absenteeism can hinder a student's ability to read by the third-grade, to succeed in middle school, and to graduate from high school.

#### **Below is helpful information regarding student absences:**

- Parents must notify their child's school each day of an absence. Absences from exclusions by the health district or school district due to Covid do not count towards chronic absenteeism.
- Students are responsible for requesting make-up work from their teacher when they return from an absence. They have the number of days absent +1 from the day they receive the make-up work to complete it.
- To exempt (excuse) an absence, parents must provide documentation from a medical, mental, or behavioral professional. Once this documentation has been provided, the absence **will not count towards chronic absenteeism.**

If you are concerned about your child's attendance or have questions, please feel free to contact their teacher via Class Dojo/email or call the Front Office at 775-851-5600.

You may visit the Washoe County School District website for more information -

<https://www.washoeschools.net/site/default.aspx?PageType=3&ModuleInstanceID=17069&ViewID=7b97f7ed-8e5e-4120-848f-a8b4987d588f&RenderLoc=0&FlexDataID=17161&PageID=8050>

Thank you,

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775-851-5600