

2017-2018

POCAHONTAS COUNTY SCHOOLS
ATTENDANCE REQUIREMENTS AND
DRIVING PRIVILEGES



THE KEY TO SUCCESS

ATTENDANCE BEHAVIOR AND CORE
PERFORMANCE

Faithful school attendance will help students
achieve academic progress, graduation, and
establish good work habits.



**SCHOOL ATTENDANCE AND
SATISFACTORY ACADEMIC
PERFORMANCE REQUIREMENTS FOR
OPERATING A MOTOR VEHICLE**

Any student at least 15, but less than 18 years of age may request from the attendance director or chief administrator, the appropriate documentation when applying for an instructional permit or license to operate a motor vehicle providing:

1. A student has not missed more than 10 consecutive days or 15 unexcused absences per school year.
2. A student is meeting "satisfactory academic progress" which means attaining and maintaining grades sufficient to allow for graduation. Five credits are needed per year with three being core credit requirements.

Reinstatement of driving privileges may occur the semester following providing the student has not missed more than 10 consecutive or 15 days of unexcused absence per school year and/or the student has met satisfactory academic progress.

The attendance director will notify the WV DMV if a student withdraws from school UNLESS the student is:

1. Enrolled and making satisfactory progress in a GED program.
2. Excused due to circumstances beyond the students control.

**SUSPENSION OR EXPULSION FROM
SCHOOL, OR IMPRISONMENT IS NOT
A CIRCUMSTANCE BEYOND A
STUDENT'S CONTROL.**

Pre-K and Kindergarten Program Attendance

Enrollment is voluntary but once a child is enrolled, attendance procedures will follow the county attendance policy and WV state code, 18.8-1, Compulsory School Attendance. A child may be removed from such kindergarten program when the principal, teacher and parent or guardian concur that the best interest of the child would not be served by requiring further attendance: provided, that the principal shall make the final determination with regards to compulsory school attendance in a publicly supported kindergarten program.

Students who attend regularly will experience:

- Success at school and good grades
- The development of good work habits
- A better chance of attain future goals.
- Better earning potential by attaining a higher level of education.

**BULLYING WILL NOT BE TOLERATED IN
OUR SCHOOLS.**

Make-up work is the responsibility of the student.

Option Pathway and Option 3 information can be acquired from PCHS (304)799-6564.

Ronald G. Hall, Attendance Director, Homeless Liaison,
Home School/Homebound Coordinator
Pocahontas County Schools
(304)799-4505 ext. 2244

This is an informational brochure. Additional information and references may be made to the WV State Policy 4110 & 4150, and/or WV Code 18.8-1.

ATTENDANCE PROCEDURES AND ALLOWABLE EXCUSES

Student absences must be verified in writing from a parent/guardian: medical professional; or other written documentation that verifies the allowable excuse as to why the student was absent.

EXCUSED ABSENCES are those that are a/an:

Illness of student or family member verified by parent. (5 per semester) Medical/Doctor excuses, calamity, failure of bus to run, education leave, school approved leave, legal obligation, religious holiday and homebound instruction. **Faxed excuses will be accepted only if the original written excuse is submitted to the school within 5 days of the absence.**

UNEXCUSED ABSENCES are those that result from:

Missing school without an excused absence; suspension; parent notes in excess of 5 per semester.

SUSPENSIONS COUNT AS AN UNEXCUSED ABSENCE, However, these will not be counted in making referrals to the Magistrate Court.

IF NO WRITTEN EXCUSE ARE TURNED INTO THE SCHOOL WITHIN 5 DAYS OF THE STUDENT RETURNING TO SCHOOL, THE ABSENCE IS RECORDED AS AN UNEXCUSED ABSENCE.

In the case of 3 unexcused absences a letter will be sent to the parent. At 5 unexcused days a meeting will be scheduled with the parents, student, principal (designee), and Attendance Director. In the case of 10 unexcused absences a juvenile petition will be filed with the Magistrate Court. If the child is 10 years of age or younger the parent/guardian and child will be referred to WV DHHR/CPS, and the possibly fines and or Jail sentence.

If you child has a medical issue that requires a student to miss excessive days a chronic illness form can be obtained from the Board of Education Office Attendance Director.

This form must be signed by a Medical Doctor. Forms signed by a PA-C or Nurse Practitioner will **NOT** be accepted.

What can a parent or student do if help is needed?

You can consult with your school principal, counselor, teacher, other school staff, and/or the Attendance Director, and

Truancy Diversion Specialist.

Excused Absences Include:

1. Personal Illness or injury to student ; *
2. Personal Illness or injury of the student's parent, guardian, custodian or family member: **Provided**, the excuse must provide a reasonable explanation for why the student's absence was necessary and caused by the illness or injury in the family. *
3. Medical or dental appointment with written excuse from physician or dentist.
4. Chronic medical condition or disability that impacts attendance. **Must be approved by Doctor and Attendance Director.**
5. Participation in home or hospital instruction due to an illness or injury or other extraordinary circumstance that warrants home or hospital confinement. **Must be approved by Doctor and Attendance Director.**
6. Calamity such as fire or flood;
7. Death in Family;
8. School approved or county approved curricular or extra-curricular activities;
9. Judicial Obligation or court appearance involving the student;
10. Military requirement for students enlisted or enlisting in the military.
11. Personal or academic circumstances approved by the principal;
12. Such other situations determined by the county board: Provided, that absences of students with disabilities shall be in accordance with the individuals with disabilities Education Improvement Act of 2004 and the federal and state regulations adopted in compliance therewith.

* **Counts towards 5 parent notes per Semester!**

An unexcused absence means any absence not specifically included of an excused absence.

