

John Winthrop Middle School

Daily attendance at school is both necessary and expected. Recent research identifies a strong connection between long-term academic success and regular school attendance.

To maximize time at school, the State of Connecticut and Region 4 School District have adopted policies and procedures to promote positive attendance. It is understood that illness, emergencies, and other events do occasionally prevent students from coming to school. There are also exceptional circumstances that result in excessive absence and require ongoing medical and/or professional support. In other cases, absences can increase beyond an acceptable level when numerous days off are granted for non-exceptional reasons. The following attendance policy is designed to be sensitive to families while recognizing the importance of being present at school.

If you feel your child is struggling to attend, please contact your school counselor for discussion and support.

Attendance Procedures and Policies

TARDY TO SCHOOL or EARLY DISMISSAL

[Parents are required to come into the building](#) to sign in students who are tardy and sign out students who must leave early.

ABSENCES

For absences 1 thru 9

[Parents must write a note within 10 days of the absence](#) for it to be considered excused. The note must include a reason for the absence.

For absence 10 or more

[Parents are not allowed to excuse an absence after the 9th missed day.](#) All absences will be considered unexcused unless accompanied by a note from a doctor/professional or an official document from a court.

Absences will only be excused for the following reasons:

1. Illness with note from licensed medical professional
2. Student observance of a religious holiday.
3. Mandated court appearance (court documentation required)
4. Death in the student's family or other emergency beyond the control of the student's family.
5. Extraordinary educational opportunity pre-approved by District Administration and in accordance with CT State Department of Education guidance.

Additional details about the district attendance policies are available in the student handbook and on the district website under 'Board of Education Policies'.