



Every Student – Every Day!

Txhua Tus Menyuum Kawm Ntawv Yuav tsum mus kawm ntawv txhua hnuv

Attendance Guidelines

Cov cai qhia txoj kev qhaj ntawv

We want your child with us every day and on-time to give us the opportunity to help them learn and achieve at high levels.

Peb xav kom koj tus menyuum tuaj txhua hnuv thiab tuaj kom ncau sijhawm kom peb muaj sijhawm txaus pab lawv kawm ntawv thiab npaj tau zoo rau them siab.

- By law 10 is 10 - Students are allowed 10 excused absences (all or part of a day) per school year.
Raws li txoj cai lij choj hauv xeev Wisconsin tau teev tseg ib tug menyuum kawm ntawv tsuas muaj cai qhaj ntawv 10 hnuv rau ib xyoos xwb.
- Please notify the office prior to or by 8:45 AM regarding any absence.
Thov qhia rau koj tus menyuum lub tsev kawm ntawv paub ua ntej 8:45 sawv ntxov yog koj tus menyuum yuav qhaj ntawv.
- To avoid unexcused absences, please be sure to bring a note from any professional appointments for it to be considered excused.
Yuav kom cheem tsis muaj teeb meem, thov npaj ib daim ntawv tso cai rau koj tus menyuum qhaj ntawv ntawm tuaj rau tsev kawm ntawv.
- Attendance will be taken 4 times per day based on the periods as listed below.
Yuav muaj hu npe saib menyuum puas tuaj kawm ntawv ib hnuv 4 zaug raws li cov sijhawm teev tseg zoo li hauv qab no.

Period 1 Teev 1	8:15 – 10:00
Period 2 Teev 2	10:00 – 11:45
Period 3 Teev 3	11:45 - 1;30
Period 4 Teev 4	1:30 – 3:10

- If your child is absent more than 5 minutes from ANY period, they will be marked absent for that period.

Yog koj tus menyuam qeeb txij li 5 nas this rov saum xwb los nws yuav rau sau hais tias qhaj rau teev (lub period) ntawd lawm.

- Early departures are also counted as absences.
Tsis tau txog caij lawb ntawv es tus menyuam tawm hauv tsev kawm ntawv lawm nws yuav raug suav ib yam nkaus li nws qhaj ntawv lawm.
- You will need to work with the building principal ***in advance*** for any absences after 10 excused absences.
Yog tom qab koj tus menyuam twb tau qhaj ntawv ntau tshaj 10 zaus lawm tabsis nws tseem muaj chaw yuav qhaj ntawv ntxiv koj yuav tsum nrog koj tus menyuam tus thaj khu sib tham ua ntej koj tus menyuam yuav qhaj ntxiv.
- After 5 unexcused absences (all or part of a day), we will invite you to meet with us to help develop a plan to improve your child's attendance.
Tom qab qhaj ntawv 5 hnuv lawm, peb yuav caw koj tuaj sib tham thiab nrog peb nrhiav hau kev pab kho kom koj tus menyuam txhob qhaj ntawv ntxiv lawm.
- 10 excused absences could be any combination of the following.
10 lub ntsiab lus hauv qab no tso cai rau koj tus menyuam qhaj ntawv tau.
 - Personal Illness
Muaj mob muaj nkeeg rau menyuam tus kheej
 - Illness in the immediate family which requires the student to be absent because of family responsibilities
 - Muaj mob muaj nkeeg rau menyuam tsev neeg thiab lawv xav tau tus menyuam ntawd kev pab.
 - Funeral
Ntees tuag
 - Religious holiday
Hnuv so raws kev ntseeg
 - Family trips that can be taken only during the normal school term. Family member must notify the school prior to their departure
Tsev neeg kev mus ncig tebchaws uas poob ncaj rau sij hawm menyuam kawm ntawv. Tsev neeg yuav tsum qhia rau tsev kawm ntawv ua ntej yuav qhaj ntawv.
 - Professional or court appointments that could not be scheduled outside the regular school day
Tej yam tseem ceeb los yog muaj yuav mus hais plaub tim xam.
 - Serious personal or family crisis
Teeb meem loj rau menyuam tus kheej los tsev neeg
 - Special circumstances that show good cause which are approved ***in advance*** by the school principal.
Tej yam tseem ceeb uas tsim nyog muab tus menyuam qhaj ntawv thiab twb xub tau txais kev tso cai los ntawm tus menyuam tus thaj khu lawm.

Yog koj muaj lus nug txog daim ntawv no los xav paub ntxiv, hu rau koj tus menyuam lub tsev kawm ntawv, los hu rau Blia (715)852-6764.