

O'CONNOR ATTENDANCE

Attendance Office:

- Students must submit hand-written or printed notes to the attendance office as soon as they return from an absence. Parents may email notes in lieu of hard copies to occonnorattendance@nisd.net.
- A district shall excuse a student from attending school for a temporary absence resulting from an appointment with a health-care professional for the student or the student's child if the student commences classes or returns to school on the same day of the appointment. Submits a healthcare written note on the same day.
- If a student does not provide a note, the absence will remain unexcused. Unexcused absences can trigger a truancy investigation that may result in court proceedings.
- A legal guardian, with identification, may check their student out of school by visiting the attendance office. **Sign-out cut off time: 3:50 pm.**

Attendance Law (Highlights):

- The Texas Compulsory Attendance Law (Section 25.092) requires students to be in class at least 90% of the time (school calendar days and class minutes) in order to be eligible to receive credit for the course. Total absences include both excused and unexcused absences.
- Districts can adopt a provision that allows a student who is in attendance for at least 75 percent but less than 90 percent of the days a class is offered to be given credit or a final grade if the student completes a plan approved by the school's principal that provides for the student to meet the instructional requirements of the class. Educ. Code § 25.092(a-1)
 - Attendance Recovery: It is the responsibility of the student to keep track of their absences. Once a student is over the 90% rule, they must make up hours with their teachers. Teachers
- Section 25.094 is an offense for failing to attend school, which is committed by a student. A district may file an action to enforce compulsory attendance in any justice precinct in the county in which the school is located or in which the person filed against resides.

Parent Responsibilities

- Talk to your student about the importance of being in attendance.
- Track your students attendance using HAC.
- Communicate with the school when absences occur (parent note) or crisis occurs.
- Plan vacations, doctor appointments, and other avoidable absences by being familiar with school calendar.

Student Responsibilities

- Arrive to school and class on time.
- Keep track of your student attendance using HAC
- Communicate with the school when an absence occurs.