



BLA Attendance Policy

School attendance is crucial to student success. At Banning Lewis Academy we follow D49 guidelines for student attendance.

1.

3 “days”: 1st Letter of Concern is issued, A Community Engagement Advocate (CEA) is notified and brought into the process.

2.

5 “days”: 2nd Letter of concern is issued and an Attendance Contract is completed by the Building Administrator or Designee, a meeting is requested with the Guardian, the CEA will complete the Student Attendance Intervention Plan Checklist.

3.

7 “days”: Notice of NON-Compliance is issued; this is requested by the Building Administrator or Designee along with a completed Truancy Individualized Program checklist.

4.

10 “days”: A Truancy Petition is completed, and Building Administrator or Designee completes a Truancy Intervention Summary; in accordance with terms of Notice of Non-Compliance.

In addition to these guidelines for unexcused absences, students who have 10 or more excused absences will be placed on attendance monitoring. Once a student is on attendance monitoring, all absences will need documentation in order to be excused.

