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## **VHS IB PROGRAMMES ATTENDANCE POLICY**

### **Philosophy and Explanation**

Because of the nature of the courses in the IB programme, attendance in class is of critical importance to a student's success. Although some of the work can be made up, much of it (including discussions and lectures) cannot. Additionally, a student may miss time working with peers on group projects, science labs, or group oral assessments, which would affect not only the student who is absent but his/her peers as well.

When students are not in school, the achievement of the entire group can be compromised. Last but not least, students' absences create additional work for teachers who are also working diligently for the class's success. Therefore, the IB Programmes will require all students to adhere to the policies named below.

### **Policies and Procedures**

1. Students may not be absent for an IB-required assessment, whether exams, orals, or written assessments. There are very few reasons IB will excuse a student's absence (civil strife or natural disaster, for example). No make-ups will be available for assessments or exams directly assigned by IB.
2. If a student falls ill for more than a couple of days, he/she (or a parent) should email the IB Coordinator, guidance counselor, and subject-area teachers.
3. Subject teachers may deduct Employability for student absences. If a student's absences become excessive, he/she will be required to attend a meeting with the IB Coordinator and/or guidance counselor to discuss other scheduling options that might be more conducive to the student's situation.
4. Please make every effort to schedule trips, medical/dental appointments, or college visits at a time when school isn't in session. College visits can be scheduled weekends coinciding with teacher planning days or over the summer to minimize the impact of these important tours on a student's class attendance.
5. Sport or school-related absences, such as field trips, are only excused through an email from the advising teacher and/or attendance.
6. It is the responsibility of students and parents to check absence statistics on a regular basis. Additionally, it is the student's responsibility to ask for, complete, and submit all make-up work within the time designated permissible by the Sarasota County Schools and/or Venice High School's attendance/make-up policy and the teacher's window for make-up submission.