

MORIAH CHRISTIAN ACADEMY



MINIMUM ATTENDANCE POLICY

Any student may not be absent more than 10% of the instruction days for the academic year for any grade 1 - 8 or the class semester for grades 9 - 12. This includes both excused and unexcused absences. High school students who exceed this limit will NOT receive credit for the respective high school course. Absences are calculated per class, in addition to per school day.

A student in grades 1 - 8 (not enrolled in a high school course) may not be absent more than 10% of the school year. This includes both excused and unexcused absences. If the student exceeds this limit, the student may be retained in the current grade. MCA reserves the right to dismiss any students from the school for excessive absences.

A student in grades 8 -12 may not be absent more than 10% of each semester for respective high school courses. This includes both excused and unexcused absences. If the student exceeds this limit, the student will lose credit in the respective high school course. For 8th graders, the student will be retained for attendance in non-high school courses as described above for 1 -8 grades. The breakdown is described below.

90% ATTENDANCE RULE BREAKDOWN

FOR GRADES 1 - 8 (non-high school courses)

YEARLONG ATTENDANCE

180 Instructional Days

90% Attendance = 162 Days

More than 18 Days Absent = Less than 90%

More than 36 Days Absent = Less than 80%

FOR GRADES 8-12 (by high school course)

PER SEMESTER

90 Instructional Days

90% Attendance = 81

More than 9 Days Absent = Less than 90%

More than 18 Days Absent = Less than 80%

RECOVERY FOR LOW ATTENDANCE

Student Attendance Recovery Plan

A student who is in attendance **for at least 80% but less than 90%** of instructional days according to the 90% Rule Attendance Breakdown may earn credit for the high school course or earn promotion to the subsequent grade for grade 1 - 8 by completing a Student Attendance Recovery Plan (SARP) approved by the Head of School. Administration will automatically develop a SARP Plan for all students who fall in this range of absences. Parent/Guardian/Student will be notified of any SARP requirements before the end of each academic quarter. The SARP plan will provide for the student to meet the instructional requirements of the class. The SARP plan will include a student's attendance at SARP and successful completion of assignments.

In grades 1 - 8 a student will earn the equivalent of 1 instructional day (to count toward attendance for credit) for each hour of SARP.

For students enrolled in high school credit courses (grades 8 - 12) the student must attend SARP for the number of hours absent from a class above the 10% mark to earn credit for a course or earn promotion to the subsequent grade level.

SARP will last 4 hours at a **non-refundable** supervisory charge of \$25.00 per hour. Payment in advance is required for SARP and will be on a cash only basis. Dates for SARP Plans are listed on the academic calendar and may be subject to change at the school's discretion. Any SARP Plans created after those calendar dates will be handled (e.g. given another due date) on an individual basis.

Students who arrive after 8:00 am will not be admitted to SARP. Students who do not remain for the entire SARP session will be denied SARP credit.

Student-devoted time spent on other curricular or co-curricular activities may not count toward SARP.

Additionally, the SARP Plan may include the following:

- An End Date by which the plan must be completed
- Additional assignments to be completed outside of school and/or SARP
- No additional absences for rest of semester or year
- Assignment of tutoring sessions
- Assignment of other academic activities

NOTE: SARP will be divided into 60-minute portions for students in grades 8 - 12 enrolled in graduation credit courses. For example, if a student is marked absent 13 days (4 days over the semester max) in a specific course, which counts toward high school graduation he/she would need to attend SARP for 240 minutes (4 hours). SARP begins promptly at 8:00 am.