

Attendance

New Mexico has a Compulsory Attendance Law (N.M. Statute 22-1-2) which states that it is a parent/guardian responsibility to see that their child(ren) attend school.

I. Attendance Procedures

- A. Parents are urged to call the school to report the absence of their children.
- B. Call regarding absences should be made as early in the school day as possible. The Attendance phone line for Lavaland is 836-4911 press # 2. Please leave a message with your name, the student's name the teacher's name, grade, and the reason your child is absent.
- C. If you have not called the school, please provide the school with a written excuse when your child returns to class. This should be given to the office.
- D. Absences will be recorded daily.
- E. The school should be notified by the parent/guardians of anticipated absences.

II. Attendance Problems

Daily attendance is mandatory for students. The district recognizes, however, that there are situations that dictate a student's absence. In accordance with district guidelines, absences may be excused for the following reasons:

Excused Absences

- A. Doctor's appointment
- B. Illness
- C. Death in the family
- D. Family emergency
- E. Religious commitment
- F. Diagnostic testing
- G. Extenuating circumstances, as agreed to by administration prior to the absence.

An Unexcused Absence is any absence that does not fit into the prescribed district guidelines, or is not reported within two (2) workdays to the school.

Absences reported after two (2) school days for elementary students shall be recorded as unexcused. Students are entitled to make up work within five (5) school days for excused absences. However, it is the responsibility for the student or parent to arrange with the teacher(s) for make-up work, test, etc.

Absences have a cumulative negative effect on child's progress in school. Parents are urged to help their child have a good attendance record. Excessive absences (more than 10 per semester) will be reported to the Children's Court. Your child may be required to attend Summer School as a result of excessive absences.