



Every Day Counts!
Attend today, achieve tomorrow

FHS Attendance Policies

- **Absences** - If a student is absent, parents/guardians will need to call, leave a voicemail, email or respond to Parent Square to clear the student's *absence within 72 hours* per board policy. Parents/Guardians may email our Attendance Clerk at foothillattendance@suhd.net or call (530) 225-8484.
 - *Any absences not cleared will turn into a truancy (unverified absence)*
 - *When a student accumulates 10 missed class periods due to a truancy, they will receive a Saturday School*
- **Tardies** - Any student who is tardy to 5 or more class periods, will be assigned one lunch detention. If they have more than 10 tardies, then two lunch detentions and so on.
- **Leaving Campus** - Any student leaving campus must receive a permit to leave from the office. Parents/Guardians will need to call attendance to request a permit to leave for their student. The permit will then be delivered to the student's classroom. If a student leaves campus without a permit the absence will be treated as a truancy.
- **Short Term Independent Study** - If a student knows they are going to be absent for a minimum of 3 school days (weekends and holidays do not count as days missed) and up to 14 days, they can go on STIS by turning in a note to our attendance clerk or sending an email to foothillattendance@suhd.net at *least 5 school* days before the absences. The note or email will need to request STIS and provide the dates the student will be absent, the reason, and a parent signature.
- **Home and Hospital (H & H)** - If a student is going to miss two or more weeks of school for a temporary disability, they can be put on H & H by turning in a signed Doctor's note that specifically states the medical condition and the dates needing H & H schooling.
- **Excessive Absenteeism** - Foothill will send out letters when a student is either becoming or already considered "chronically truant." Our goal is to work with students and parents to avoid the Student Attendance Review Board (SARB). SARB is composed of representatives from the District, law enforcement, probation and various community based and youth services agencies. Members work collaboratively to diagnose the problem and develop a plan to get the student back to school. Failure to meet with SARB or follow its directives can result in referral to the District Attorney's office for prosecution.

If you have any questions, or would like to discuss how to improve your attendance, please contact us!

Attendance Clerk: **Deanna Reville**
Administrative Intern: **Rylee Theodore**

Updated: 8/6/2024