



# Cupertino Union School District

## ATTENDANCE POLICY

The district is experiencing a large increase in students arriving after the first day of school, traveling for long periods of time, and departing for summer vacation early. While the district staff understands that sometimes family travel is necessary, the district cannot justify holding spaces for students who violate the district's attendance policy when other students are being bused to a school outside of their neighborhood.

It is important that students be in school every day for the best learning to occur. Absences create a disruption in the classroom, cause students to miss valuable instructional time, and result in lost revenue to the district. Please consider planning family vacations during the summer months or during school holidays.

### FIRST DAY OF SCHOOL POLICY

Students who have an unexcused absence on the first day of school in August will be dropped from the school roster (vacations are unexcused). If space is available at his or her school when the student returns, the student will be reinstated. If no space is available, the student will be assigned to another school in the district where space is available. If the student is ill, parents must notify the school of the absence and provide documentation.

### EXTENDED ABSENCE POLICY

Students who are absent for more than ten (10) consecutive days will be dropped from the roster of their school. This regulation applies to all district schools including the alternative programs, Faria, Mandarin Immersion, Murdock-Portal, and McAuliffe. When the student returns, if space is available at his or her school, the student will be reinstated. If no space is available, the student will be assigned to another school in the district where space is available.

### LAST DAY OF SCHOOL POLICY

Students must be in attendance on the last day of school to guarantee their place in the district for the following school year. As with the first day of school policy, when the student returns, if space is available at his or her school the student will be reinstated. If no space is available, the student will be assigned to another school in the district where space is available. If the student is ill, parents must notify the school of the absence and provide documentation.

**When you are making travel plans, please consider the possible ramifications.** If you have any questions, please contact Student Assignment at (408) 252-3000, Extension 110.