

**ABSENCES AND EXCUSES**

At the beginning of the school year, the Long Hill Township School District will issue a school calendar, copies of which are distributed to each family that has school children registered in the district. The calendar will detail school days as per requirements of the State of New Jersey. Currently a one-hundred-eighty (180) day school year is the minimum requirement by the state for a student to be considered as completing the attendance requirements of the particular grade. That requirement is expanded to one-hundred-eighty-five (185) days in Long Hill Township for the teaching staff.

The district, through its building support staff, school nurse, Child Study Team, teaching and administrative staff and its identification of a network of emergency contacts for each child, will attempt to maintain knowledge of the whereabouts of all students. Should there be any concern on the part of staff as related to a situation of abuse, violence, or potential runaways, the Division of Youth and Family Services, the local police and/or Morris County Prosecutors Office will be notified by the employee, Principal, or Chief School Administrator (CSA) in accordance with the Memorandum of Agreement (MOA).

Home visits for the purpose of investigation may be made by the school social worker, the Principal or CSA whenever there is a lack of information or need for clarification as to the condition or whereabouts of a student. Prior to individuals making such visits, they should inform the CSA so as to discuss safety considerations and the conditions of the MOA, which must be followed:

On occasion, there may be some conflict between religious belief and immunization requirements related to the admission of a potential student (refer to Policy 5141.3). Such situations should be reported to the Principal who will then contact the CSA for final decisions regarding this. Each case will be reviewed on an individual basis and legal advice will be sought, if necessary. Students should not be enrolled during this period of investigation.

Families that go on vacation during times that school is in session are in conflict with the policy. Parents should be aware that such absences negatively affect the school's College and Career Readiness on the New Jersey Department of Education's Annual School Performance Reports.

## **Absences and Excuses**

**5113R**

Nevertheless, there is an understanding that such conflict may be unavoidable. Teachers will cooperate to the best of their ability when a child will be missing school. Whenever possible, assignments should be given in advance of any trip or vacation. The family will be encouraged to maintain contact with the school via e-mail or fax.

**Reviewed and readopted: February 24, 2014**

**Adopted: April 27, 2009**

Reference: 5113 Absences and Excuses  
5141.3 Health Examination and Immunizations  
5141.3R Health Examination and Immunizations