

Regular and consistent school attendance is an important habit to establish in children and is also crucial to your child learning and succeeding academically. Below are the WASD guidelines regarding attendance.

Williamsport Area School District Attendance Procedures

1. Upon the return to school following an absence, the student shall bring a **written** excuse signed by the parent or guardian stating the reason for the absence.
2. Absences shall be treated as unlawful until the district receives a written excuse explaining the absence, to be submitted within **three (3) days** of the absence.
3. Excused absences may include: illness, death in immediate family, medical or dental appointments, required court attendance, and unavoidable family emergencies.
4. Unexcused absences may include: oversleeping, car issues, missing bus, hunting, shopping.
5. All absences from school beyond ten (10) total days shall require a doctor's excuse. If a Doctor's excuse is not provided the absence will be considered illegal.
6. Planned absences may be excused by completing the educational trip form **at least one week PRIOR** to the trip. All educational trips **must** be approved in advance by the school's principal. **Approval of a maximum of five (5) days** will be at the discretion of the principal based on attendance and grades.
7. Students with three or more unexcused absences will be referred to the school social worker to develop a School Attendance Improvement plan.