



Attendance Agreement

Bella Mente students are expected to maintain a 98% attendance ratio. If a student has less than 98% ADA (Average Daily Attendance), they are at risk of non participation at the time of a special event and or field trip.

The following contract is agreed upon:

- Student will maintain a 98% attendance
 - 1 day 45 days (1st quarter)
 - 2 days 90 days (1st semester)
 - 3 days 135 days (3rd quarter)
 - 3 days 180 days (entire school year)
- Parent(s)/Guardian(s) will send student to school day
- Student will attend school regularly and on time

Procedure for excessive *tardies and early departures*

- 5 unexcused tardies and early departures**
 - The parent(s)/guardian(s) will receive the **1st BMA Student Attendance Review Team letter** documenting the child's attendance.
 - The child's **teacher will contact the child's parent(s)/guardian(s)** to discuss the reason for these absences and to develop a plan for attendance improvement.
- 10 unexcused tardies and early departures**
 - The parent(s)/guardian(s) will receive the **2nd BMA Student Attendance Review Team letter** documenting the child's attendance.
 - A meeting appointment will be set for the child's parent(s)/guardian(s) and the BMA Student Attendance Review Team (SART)** to discuss the child's continued absence and develop an attendance improvement plan for the student.
 - If a parent(s)/guardian(s) fails to attend the SART meeting the school may place a phone call to Child Protective Services (CPS) and request a welfare check.
- 12 unexcused tardies and early departures**
 - The parent(s)/guardian(s) will receive the **3rd BMA Student Attendance Review Team letter** documenting the child's attendance.
 - The parent/guardian will be referred to the **Vista School Attendance Review Board and a hearing will be scheduled.**

Procedure for *absences*

- 3 unexcused absence**
 - The parent(s)/guardian(s) will receive the **1st BMA Student Attendance Review Team letter** documenting the child's attendance.
 - A meeting appointment will be set for the child's parent(s)/guardian(s) and the child's teacher** will be requested to identify the cause of such absences and to discuss how the school can work with the family to support the child's success in school, including regular attendance.
- 5 unexcused absence**
 - The parent(s)/guardian(s) will receive the **2nd BMA Student Attendance Review Team letter** documenting the child's attendance.



- ❑ ***A meeting appointment will be set for the child's parent(s)/guardian(s) and the BMA Student Attendance Review Team (SART) to discuss the child's continued absence and develop an attendance improvement plan for the student.***
 - ❑ If a parent(s)/guardian(s) fails to attend the SART meeting the school may place a phone call to Child Protective Services (CPS) and request a welfare check.
- ❑ **7 unexcused absence**
 - ❑ The parent(s)/guardian(s) will receive the ***3rd BMA Student Attendance Review Team letter*** documenting the child's attendance.
 - ❑ The parent/guardian will be referred to the ***Vista School Attendance Review Board and a hearing will be scheduled.***

Missing Work

- ❑ All work missed due to an excused absence will be due the day following the students return.

Tardies and absences can be excused by the following:

- ❑ Excused absences are defined in our BMA Family Handbook
- ❑ Email the Front Office at info@bellamentecharter.org AND your classroom teacher
- ❑ Call the attendance office phone number at (760) 621-8948 ext. 2