

# *Legacy Academy of Excellence Charter School*

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**Dr. Barbara Forte**  
*Executive Director*

## **Legacy Academy Attendance Policy**

For students to grow both academically and socially, it is critical that they be in attendance each day and arrive at school on time. Students with good attendance demonstrate academic and social growth. In the event that your student is absent, please observe the following guidelines.

Parents must contact the Legacy Academy of Excellence Front Office by phone whenever a child is going to be absent. A **written excuse** must return with the student upon their return to school. Written excuses will be accepted within two school days of the students return, after that the absence will be considered unexcused. Please note the following reasons are valid cause for an absence according to ILCS 5/26-2a:

- ✓ Illness
- ✓ Observance of a religious holiday
- ✓ Death in the immediate family
- ✓ Family emergency
- ✓ Other situations beyond control of the student as determined by the Board of Directors
- ✓ Circumstances which cause reasonable concern to the parent for the safety or health of the student.

Truancy is defined by ILCS 105 5/26-2a as “a child subject to compulsory school attendance and who is absent without cause from such attendance for 5% (9 days) or more of the previous 180 regular attendance days.” Parents are reminded that it is their legal obligation to make certain their children are in school and on time. We at Legacy Academy of Excellence commit to supporting parents and guardians in any way possible and encourage families to make us aware of any unforeseen circumstances that are affecting your child’s attendance. We will make every effort to support our families in any way possible. However, excessive unexcused absences will be reported to the Regional Office of Education for possible court intervention.