

Important Information - PGCPS Revised Attendance Policy

Please review the following information with your child.

- Teachers will call or email parents after a child has missed *3 or more days* in a quarter.
- Students who are absent for *4 days or more days* in a quarter are considered chronically absent.
- Students who are absent for *6 or more days* in a quarter must bring in a doctor's note for an excused absence. The child will be required to bring in a doctor's note for each absence thereafter.
- Students with an unexcused absence will receive a "zero" on all assignments/assessments.
- Students have *3 days to provide a note* regarding their absence. Students will receive a "zero" on all assignments/assessments for notes turned in after 3 days.
- Teachers must provide make-up work within 48 hours of an excused absence.
- Students have the number of days absent to complete make-up work. For example, if a student was absent for 2 days, they have 2 days to complete the make-up work.

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