



PRIDE

Work Ethic Certificate

ATTENDANCE CLARIFICATION

Attendance data will be pulled from SDS. It is the student's responsibility to periodically check SDS for attendance accuracy. If there is a discrepancy, please contact the office secretary to discuss.

In regard to attendance records to qualify for the PRIDE Certificate, the attendance policy in the student handbook will be followed. The following is a list of state statute absences that will be waived and not count towards the PRIDE Certificate.

- A. service as a page or honoree of the general assembly
- B. service on a precinct election board or helpers to a political candidate on the date of an election
- C. subpoena to appear in court as a witness in a judicial proceeding
- D. service in active duty with the National Guard for not more than ten days
- E. participating as a member of the Indiana wing of the civil air patrol for not more than five days
- F. participating in an educationally related non-classroom activity which is consistent with and promotes educational philosophy and goals of the school corporation, facilitates the attainment of specific educational objectives, is part of the goals and objectives of an approved course or curriculum, represents a unique educational opportunity, cannot reasonably occur without interrupting the school day, and is approved in advance by the school principal

All other absences, excused and non-excused, will be used to calculate student eligibility for the PRIDE Certificate. In extenuating circumstances, administration will review each situation on an individual basis. An example of such a circumstance would be a student who has a documented five day absence due to hospitalization. For the purpose of the PRIDE Certificate, it would count as one occurrence or absence, not five absences.

Half day absences will be calculated in the PRIDE Certificate attendance data. For half day absences, the following guidelines will be used.

- A student with a full seven period schedule must be in attendance at least four periods to count as a half day. Attendance of three or less periods will count as a full day absence.
- A student with a schedule of less than seven periods is an all or none situation. Meaning, they must be in attendance all periods of their schedule. Half days will not be used for students who have less than seven periods.

The purpose of the PRIDE Work Ethic Certificate is to recognize students who demonstrate all the established competencies which include exceptional school attendance. The PRIDE Certificate attendance guidelines were driven by local and regional employers to help students understand the connection of their habits and how it translates to being a good employee once out in the workforce.

Please feel free to contact me with any questions you may have regarding the PRIDE Certificate or any other College and Career Readiness initiative.

Respectfully,
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