



## What Parents Can Do:

- Encourage positive attendance habits. Make certain that your child attends school regularly, arrives on time, and attends all classes.
- If your student must be absent, call the attendance line at **715-424-6765** or enter the absence request on Skyward Family Access. If we do not hear from you within 48 hours of your student being gone, they will be marked **truant**.
- Attendance is one of the top indicators of student success. Take an active interest in your child's school work. Contact his/her teachers as concerns/questions arise. If you don't hear back from the teacher, call the office and speak to a member of our administrative team.
- Check homework and school progress through Skyward regularly.
- Speak in a positive fashion about Lincoln High School and your student's teachers and school experience. Attend scheduled conferences .
- Expect strong support from the school as you establish family practices that support good school attendance and work habits.
- Stay in contact with our counseling staff if personal issues arise.



## Questions?

Lincoln High School  
1801 16th Street South  
Wisconsin Rapids, WI 54494  
715-424-6750

Mr. Ronald Rasmussen  
Principal  
Ext. 4002

Ms. Kelly Zywicki  
Associate Principal  
Ext. 4003

Mr. Steve Thayer  
Associate Principal  
Ext. 4004

Mr. Nic Sydorowicz  
Associate Principal  
Ext. 4005



# Attendance & Truancy Policy

## Questions & Answers

# LINCOLN HIGH SCHOOL



## Rapids Pride!

[www.wrps.org/schools/lincoln](http://www.wrps.org/schools/lincoln)

Facebook: WR Lincoln High School

Twitter: LincolnHS\_WRPS

Instagram: wr\_lincoln\_high\_school

## Attendance Expectations

Wisconsin State Law, the Wisconsin Rapids School District, and Lincoln High School require regular attendance of its students while school is in session. The following is a list of those absences which can be deemed reasonable excuses to miss time from school:

- Personal illness - a doctor's confirmation may be required
- Professional appointment (parents are encouraged to make them outside of school hours)
- Death of a family member or close friend
- Quarantine of the home or family due to illness
- Required court or legal appearance
- Observation of religious holidays which are consistent with the student's creed or belief
- Other circumstances which are approved by a school official



**Rapids Pride!**

## What Is Truancy?

- Any full or partial day's absence from school without an acceptable parent excuse
- Any absence from school without a written medical excuse from a medical professional, if the student has reached 10 or more absences in a school year
- Once a student has reached (5) unexcused absences (truancies) for all or part of a day each term, they are considered habitually truant

## School Interventions

- Consistent contacts by school personnel
- Parent notification by phone or written notice upon 10 absences
- Parent/Student conferences with school officials to set up a plan
- After school extended detention on Thursdays to make up time and school work
- Appropriate referral to counseling department or appropriate community resources
- Issuance of truancy citation
- Referral to court system

## Important Points

- The school has the right to determine if an absence is excused or not
- Students who arrive late to school three times or more are considered truant regardless if a parent calls to excuse them (**appointments will still be considered excused**)
- Students who are late to a class four or more times throughout periods 2-5, including Raider PRIDE time are considered truant
- If we do not receive a phone call within 48 hours of a student's absence, they may be considered truant
- Your doctor can fax your documentation to LHS

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## Important Numbers:

Attendance Line: 715-424-6765

Fax: 715-422-6097

Main Office: 715-424-6750

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