

STUDENTS

Enrollment

Enrollment and attendance records shall be maintained in each school building. At the conclusion of the year, the enrollment and attendance information shall be placed in the student's cumulative file.

The attendance registers shall remain in the school building for a period of 3 years, after which time they shall be destroyed.

No student may be counted on any school's or program's enrollment report who has been absent consecutively from school for two consecutive monthly enrollment report days (first of the month) unless attendance is resumed or there is agreement between the school and the parent relative to the student's temporary absence (not to exceed 20 consecutive days).

Procedures for handling excused and unexcused absences are defined in 3122P (Excused and Unexcused Absences).