



Attendance

- Parents should contact the school to report absenteeism.
- Regular attendance is encouraged. Classroom work includes activities such as group work, oral work and collaborative learning and cannot be duplicated or made up.
- If absenteeism is affecting academic performance, a meeting will be set up between the administration and parents/guardians.
- Students may be asked to make up time missed if absenteeism is affecting academic performance.
- Students may be excluded from extra-curricular activities if absenteeism is affecting academic performance.
- A report of absences is recorded on student report cards.
- All students will be marked late if they arrive to class after the bell.
- For the elementary, a student is marked as late if they arrive before the recess. If they arrive after the recess, they are marked absent for either session (morning or afternoon).
- For the high school, a student is marked absent after 30 minutes of class. At this point a student has missed most instruction.

What constitutes an Excused absences: according to the Education Act

- **Illness**, may need to be supported by a note from a medical practitioner if absenteeism is becoming a persistent problem.
- **Religious** holy day
- **Medical** treatment or dental
- Accompanying parent or guardian on a **trip** for an extended period of time.

Note: Excused absences do not excuse students from completing classroom work. The expectation is that students will keep up to date with their studies while they are away.



Open Campus

- Bjorkdale School shall operate as an “open campus” for secondary students in grades 7 through 12.
- These students are allowed the privilege of leaving the school premises during times when they do not have scheduled classes.
- Students are allowed to drive their vehicles to and from school. Using vehicles to transport other students is prohibited.
- Vehicles are not to be driven around during school hours.
 - Violations of these rules will result in students submitting the keys to the vehicle in the morning and returning the keys to the student at the end of the day.
 - Refusal to do so will result in further discipline.

NOTE: During assemblies or other special events, all students are expected to attend

- When students leave the school premises, no supervision is provided.
- Parents may request denial of this privilege for their child, and the school reserves the right to suspend this privilege if behavior is found to warrant such a restriction.

Lockers and Locks

- School Administration must have access to all lockers. As a result, personal locks may NOT be used.
- School-provided combination locks are available to all students in grades 7 through 12 for hallway and gym lockers.
- Lockers are property of the school and the administration has the right to search the lockers.

