

# GMCHS ATTENDANCE

## GUHSD Infinite Campus

With access to Infinite Campus, GUHSD's student information system, you can look up your student's attendance history online.

You may pick up your user ID and password from the School Office during school hours. In order to protect your students personal information, user IDs and passwords will only be given out with a photo ID to the parent or guardian on file.

## Absence / Truancies Policies and Procedures

### Full-Day Absences/Truancies:

Grossmont Middle College recognizes the relationship between positive student attendance and academic success.

Absence, truancy and tardiness to school/class results in a loss of opportunity to learn and to maximize time on task.

Parents/guardians shall be notified in writing when accumulated absences reach five and 10 absences.

Parents/guardians should clear absences ONLY on in person days (blended learning groups only) within five school days or the student will be considered truant.

There will be no automatic drop from class. Please contact the teacher if you have questions about missed classes.

Students and parents/guardians must recognize that there is a direct relationship between school attendance and grades/credits earned.

To clear a full day absence, the student must do one of the following within 5 days (including the absent day) or he/she will be considered truant:

- Have the parent call the 24 hour Attendance Number: 619-956-4659;
- Bring a note from the parent
- Email Ms. Hazlewood at [chazlewood@guhsd.net](mailto:chazlewood@guhsd.net)

If the parent has set up their Parent Portal account within Infinite Campus, they may receive automated calls. Questions on how to set up a Parent Portal Account are answered by calling the District Help Line: 956-HELP (4357).

## Leaving School Early – Partial Day Absence

Due to COVID 19 restrictions and needing to reduce visitors on campus, if your child has a pre planned partial day absence, they need to bring a note to the attendance office before leaving campus.

Students will only be released to their legal guardian through the attendance office unless permission is given from the guardian in a note or phone call to someone else (i.e. grandparents, sister, brother, neighbor). Please don't confuse this with an emergency release for sick students through the nurse's office; they have a different release policy.

## Arriving at School Late –Partial Day Absence

If a student arrives late, he/she must bring a note to the attendance office and get an official pass to class.

There are no excused tardies due to traffic or weather problems. Our teachers are here on time to teach. When students arrive late - often with Starbucks or McDonald's in hand - it is disruptive not only to teaching and learning but to the entire school community. Please continue to make getting out of the house early enough a priority so students are on time to class.

## Truancies/Lates

If a student begins to have attendance concerns, (multiple absences, period truancies, or all day truancies, (or any combination of the three), any the following action may be taken:

- Referral to Probation Officer
- SART contract
- ISA – In School Alternative
- Referral to District Attorney's Office
- Involuntary transfer to Alternative Education or SARB school