

## Attendance Policy

Dear Parent/Guardian:

A successful school year for each child in the Knox County School System is the desired goal of all involved. At Karns Middle School, we are keenly aware of the importance of regular school attendance in reaching this goal.

It is certainly understandable that in some cases illness or other extenuating circumstances may dictate that a student be absent on occasion, but we must ensure that days absent be kept at a minimum. We strongly discourage excessive absences overall and will intervene when necessary to ensure your child's education. Such interventions at the school level may include: phone calls, letters, and home visits from the attendance social worker. If the problem continues, the parent/guardian will be referred to the District Attorney's office.

According to Knox County Schools attendance policy, a parent/guardian may utilize **10 parent notes each school year**. Also, medical notes are accepted when students must be out of school for medical reasons and under a doctor's care. Please be sure to send an excuse any time your child is absent. Stress to your child the importance of turning in notes to the school office. Vacations are not excused, so please plan your leisure activities around your child's school schedule.

Regular school attendance has a direct bearing on academic success. Working together is our aim to insure our students' success. The attendance social worker will regularly monitor your child's attendance to ensure your compliance with Knox County Schools attendance policy. Please review the attendance policy section of the student handbook.

If you have any questions or would like to schedule a conference with the attendance social worker, please feel free to call Teresa Cunningham at 539-7732 anytime.

Thank you for your cooperation,

Teresa Cunningham  
Attendance/Social Services