



FLEETWOOD PARK SECONDARY SCHOOL

7940 – 156 Street, Surrey, British Columbia V3S 3R3 Ph: 604-597-2301 Fax: 604-597-6481 www.sd36.bc.ca/

Attendance and Absences

Regular school attendance is a major factor contributing to student success in school. We expect that students enrolled at Fleetwood Park Secondary will attend school regularly and arrive to class on time. Parents are asked to contact the school to report all student absences. Irregular attendance will hinder achievement.

Absences

Parents/Guardians are asked to contact the school office at 604-597-2301 to report all student absences and lates.

Truancy

Truancy is defined as “absence from class or school without a valid reason”. It is our expectation that students attend on a daily basis.

Tardiness

Students are expected to be at school and in class on time. It is the student’s responsibility to be punctual for all classes. A parental note (which will be retained for future reference) is required for all lates.

Early Dismissal for the Day

Students who must leave school early must sign-out at the office. We expect students signing out to provide the office with a note from a parent/guardian giving written permission for early dismissal. In cases where written permission is not provided, the office staff will have the student contact parents to obtain verbal permission. NEVER LEAVE THE SCHOOL PREMISES DURING CLASS TIME WITHOUT FIRST NOTIFYING THE OFFICE. TO DO SO IS TRUANCY.

Personal Vacations during School Time

Fleetwood Park Secondary School does not sanction the absence of any student during the school year for any reason other than for illness and bereavement. The school therefore does not grant a leave to students to undertake any extended absence; rather, it is assumed parents will make decisions in the best interest of their child.

Please know that an extended absence will affect a student’s progress and may even result in failure.

Teachers are not required to prepare work packages for students during their extended absences. The primary responsibility of teachers is to the students attending classes. It is the student’s responsibility to arrange for make-up work at the convenience of the teacher up their return.

Students absent for more than 25 days (as per School District Policy 9320.1.4F.iii), will be withdrawn from classes, and will have to apply for re-entry upon their return. Please plan accordingly.

If an extended absence is unavoidable, please see the document on our website, and fill out the extended absence form. This must be completed and signed by the parent / guardian, signed by each teacher, the student and an administrator.

Medical Room/Student Illness

A student who feels ill while at school is asked to report to the office to sign out.

The office staff will ensure that parents are contacted in cases where a student needs to be sent home.