

### STUDENT ATTENDANCE MONITORING

Each school principal is responsible for overseeing attendance procedures and ensuring that:

1. Attendance is accurately checked and reported to the school office daily for each class.
2. All student absences are recorded.
3. All permanent records of student attendance are maintained at the SAU office.

**Legal References:**

RSA 193:8, Notice of Requirements

NH Code of Administrative Rules, Section Ed. 304.06 (c), Policy Relative to Attendance and Absenteeism

NH Code of Administrative Rules, Section Ed. 306.18 (c) (6), School Half-Day

1<sup>st</sup> Reading: February 20, 2007

2<sup>nd</sup> Review: March 5, 2007

Adoption: March 19, 2007