

Attendance Frequently Asked Questions

What do I do if I get to school late (after 7:30am)? You need to sign in at the front reception desk and receive a hall pass. If you are 20 minutes or more late to any class, you will be marked absent.

What do I do if I drive to school and I need to leave early? We will need prior permission from your parent/guardian. The student will be given a pass to come to the reception desk at the requested time to sign out and receive a parking lot pass. If you do not sign out, your absence will be unexcused.

What do I do if my parent/guardian is picking me up early? Your parent/guardian will sign you out at the front desk. We will have someone get you from class.

How many college visits do I get per year? With appropriate college documentation, Juniors and Seniors are allowed 2 visits per year and will not count against you. Additional visits will be excused.

How do I know what my attendance looks like? You can check your Skyward App daily. It is under the Attendance tab.

Who do I need to contact if I was mistakenly marked absent? You must speak with your teacher directly. Your teacher will need to submit an attendance correction to the attendance department.

After an absence, how long does it take to excuse it? Once we receive your parent/guardian's excuse note, please allow up to 5 school days for your absence to be updated.

Is attendance part of criteria for exemptions this year? Yes, you could potentially lose your exemption status if you have 4 or more absences. Please see *All Things Attendance* display window down Blue Hallway.

Why was I marked absent when I was in testing or in a school activity? Your teacher will mark you absent when you are not physically sitting in class. Once we receive the attendance confirmation from your activity sponsor, the attendance department will update your absence within 48-72 hours.

How many school days can I miss before I lose credit? When you reach less than 90% attendance (approx. 9 days per semester of excused or unexcused absences), an AP will contact you with credit recovery information.

What is Truancy? Truancy begins when you have 3 or more unexcused absences. It is very important for your parent/guardian to submit a written excuse note within a 5-day timeframe.

Reminders:

- Check your Skyward app daily to keep up with attendance.
- All excuse notes require a valid reason to be excused.
- Absences will not be excused for: Vacation/travel, traffic, power outage, oversleeping, missed bus, or no stated reason. Personal and family emergencies require further explanation and are subject to approval.
- Senior Office Aides are required to sign in using the QR code in their assigned offices. If this is not completed, the student will be marked absent.
- The student must report to class first before visiting any campus office (AP, counselor, clinic, etc). A teacher hall pass is required. The student MUST sign in and sign out at each office.
- General FBISD attendance policies and procedures can be found in the FBISD Student/Parent handbook.