

# Student Attendance

Guidelines for Absences and Attendance

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## Purpose

During its March 2024 meeting, BESE approved updates to policy in [Bulletin 126 - Charter Schools](#) and [Bulletin 741 - Louisiana Handbook for School Administrators](#) regarding absences and attendance. The revisions provide clarity; opportunities for academic recovery; and the reporting of attendance data daily.

## Types of Absences

The days absent for elementary and secondary school students shall include excused, unexcused absences, and suspensions/expulsion.

- **Excused Absences**—absences which are not considered for purposes of truancy, including absences incurred due to extenuating circumstances in accordance with §1103. of this Chapter.
- **Unexcused Absence**—any absence not meeting the requirements set forth in the excused absence definition, including but not limited to absences due to any job (including agriculture and domestic services, even in their own homes or for their own parents or tutors) unless it is part of an approved instructional program.
- **Suspension/Expulsion**—absence in which a student is not in attendance in the regular instructional setting due to disciplinary actions imposed by the school. The absence is not considered for purposes of truancy unless the student was assigned to an alternative site and is not in attendance at the assigned alternative site.

## Academic Recovery

A student who is absent, including a suspended student, shall be allowed to submit missed assignments and tests, and shall be eligible to receive the same academic credit and grades originally available when work is completed satisfactorily and in a timely manner. LEAs should determine through policy and guidance what constitutes satisfactory and timely work.

## Attendance Reporting

Daily attendance shall be taken in accordance with R.S. 17:232. Beginning with the 2024-2025 school year, student attendance shall be submitted daily to the LDOE, including the number of students in attendance, the number of students absent, and the truancy status of each student.

Exceptions to the attendance regulation shall be the enumerated extenuating circumstances that are verified by the supervisor of child welfare and attendance or the school principal/designee where indicated. Excused absences do not apply in determining whether a student meets the minimum minutes of instruction required to receive credit for a course.