

Washington State Attendance Guidelines

Business Rules: Report each absence for a student who is absent from seat-time classes for at least part of their scheduled school day. Absences from Alternative Learning and Online classes that don't require regular seat-time attendance do not have to be reported in this file.

Excused Absences

Valid excused absences from school as defined in WAC 392-400-325:

- Participation in a district or school approved activity or instructional program;
- Illness, health condition or medical appointment (including but not limited to medical, counseling, dental or optometry) for the student or person for whom the student is legally responsible for;
- Family emergency, including but not limited to a death or illness in the family;
- Religious or cultural purpose including observance of a religious or cultural holiday or participation in religious or cultural instruction;
- Court, judicial proceeding or serving on a jury;
- Post-secondary, technical school or apprenticeship program visitation, or scholarship interview;
- State-recognized search and rescue activities consistent with RCW 28A.225.055;
- Absence directly related to the student's homeless status;
- Absence related to deployment activities of a parent or legal guardian who is an active duty member consistent with RCW 28A.705.010
- Absence resulting from a disciplinary/corrective action. (e.g., short-term or long-term suspension, emergency expulsion); and
- Principal (or designee) and parent, guardian, or emancipated youth mutually agreed upon approved activity provided that such excused absences shall not be permitted if deemed to cause a serious adverse effect upon the student educational progress consistent with RCW 28A.225.010. The school principal (or designee) has the authority to determine if an absence meets the above criteria for an excused absence.

Unexcused Absences

Any absence from school is unexcused unless it meets one of the criteria above for an excused absence.