

Information from the Attendance Office

Consistent school attendance is critical for successful student achievement. If students are not present, and on time they cannot benefit from classroom instruction. State attendance laws require student attendance for course credit and grade-level promotion.

Truancy Law

A student under the age of 17 who misses three (3) Unexcused consecutive days or five (5) Unexcused total days within a school year is deemed truant and will be placed on an Attendance Intervention Plan (AIP)

Promotion, Retention Law

To be promoted to the next grade or to receive credit for high school courses, students may not be absent from school or class for more than five (5) days for a semester course or ten (10) days for a year-long course, unless the absences are excused with a medical, bereavement, or judicial note. Please refer to additional information in the **MBHS Attendance Brochure** and the **HCS Parent Student Handbook**. Students who are absent from school should turn in a note to the Attendance Secretary within three days of their absence. Students who wish to leave early **MUST** turn in their attendance notes to the Attendance Secretary by 8:20 a.m. each morning or upon their immediate arrival to school.

Myrtle Beach High Attendance Make-Up

Remember it is YOUR responsibility to check your attendance. Please see the attendance secretary if you have any questions. Make-up school is available each semester for courses in that semester. During the summer make-up school is available for courses within the current academic year. Summer attendance make-up is limited to 26 classroom blocks. All make-up dates and times will be distributed to students the first day of school. Students who are absent are required to make up all missed work. All missed work for unlawful absences must be submitted to the teacher within one week of the absence.

Meeting Attendance Requirements to Obtain Driver's License

The Attendance Office cannot complete required paperwork for obtaining a driver's license unless the student is in compliance with the South Carolina Truancy Law.

SIGNING INTO SCHOOL

Please make sure if you enter the building at or after the morning bell and before 9:00 you report directly to your 1st block teacher, unless you have a medical note then you report directly to the office. You must sign in and receive a tardy slip to class. A tardy will be documented in PowerSchool and appropriate consequences will be assigned for tardiness. Failure to sign in properly with the Attendance Secretary will result in disciplinary consequences. Teachers should be checking to make sure that students can produce either the tardy slip or the absence slip after 9:00am, and if not, teachers should send the students to the attendance office. No food or drink will be allowed into the building after 8:20am.

SIGNING OUT OF SCHOOL

To leave the building you must have a note from a parent that is verified by the Attendance Secretary and/or a parent must come to the front lobby and sign you out. It is much easier to have the note even if your parent is coming in to sign you out, as you can receive a written absence slip to show your teacher at the time you are to leave the classroom. We want to protect instructional time for teachers and students so teachers are expecting to have students show them the verified attendance slip to leave class early. We do not want to call classrooms and interrupt learning. If parents must have their students released without a note, we ask that you try to coincide the time of dismissal with the end of class bell times. There will be NO early dismissals from 3:00- 3:20 p.m. You should report to the Attendance Office for sign out and make sure that you or your parent signs the sign-out book. If a note was not provided for you to sign out, then you should bring a note the next day to the Attendance Secretary stating the reason for leaving so that your absence can be coded properly. Failure to sign out at the front desk will result in disciplinary consequences.

No emails, fax or phone calls are accepted as Early Release