

# ATTENDANCE POLICY

- FLEX Academy will host a blended instruction format.
- Students will be required to participate in a combination of synchronous and asynchronous (*Wednesdays only*) instruction.
- Students must meet with their teachers online daily according to the schedule in Infinite Campus. Failure to do so will result in withdrawal from Flex Academy courses.
- The Teams links for attending instruction sessions can be found in the Canvas courses.

Number of Absences	School Action
1-2	Parent Notification
3-5	FLEX Academy notifies the parent of absence and refers student to the counselor or Program Manager who will then meet with the student and/or parent for the purposes of discussing the reasons for absences and signing an attendance contract.
7	Letter sent to parent/guardian informing him/her of the student's absences and the administrative consequences of continued absence from school
8	Counselor will make a referral to the school social worker to conference with the parent/guardian and student for assessment and/or possible referral to Juvenile Court, Solicitor-General's Office, DFACS, or other agency.
10	Student is withdrawn from FLEX Academy and re-enrolled into their home school.

