

ATTENDANCE

Students are expected to be in school on time and in class on time.

- 12 missed classes from any class due to unexcused absence per semester will result in loss of credit for that semester's class(es).
- Multiple day absences involving medical situations, family emergencies, vacation, etc. must be communicated to the Attendance Coordinator by parent/guardian.

Excessive absence will result in:

- Loss of Cleveland or EdChoice Scholarship renewal
- Expedite the progression of discipline received reflecting poorly on the student's permanent record
- Effect the student's ability to participate in extracurricular activities (ie. Field trips, intramurals, social events, athletic events)
- The ability for a student to remain or return as member of the community

Reporting Absence Procedures When reporting your student absent for the day please contact the school via phone or email. The information is as follows:

- Attendance Office: (216) 421-2080 x 321
- Email: attendance@cbhs.edu before 9:00am

Full Day Absence Include the student's name, grade, and reason for absence.

- If a call is made, a note or email from parent(s)/guardian(s) must be presented by the student upon his return to school.
- With 3 consecutive absences, a doctor's note is required in order for the student to return.

Half Day Absence The following are seen as unexcused absences and are subject the student to disciplinary consequences:

- Students must attend by 11:30am at the latest, in order to participate in ANY extracurricular activities
- School approved field trips are not considered as time out of school.

Unexcused Absences The following are seen as unexcused absences and subject the student to disciplinary consequences:

- No call from parent or guardian on the day(s) of absence(s).
- No written explanation from a medical provider after multiple days of absence.