

Attendance at Platt Tech

1. What should I do if my child is going to be absent from school?

- ♦ Call 203-783-5336 and leave a message stating your child's name, grade, date, and reason for the absence. It is also helpful to leave your name, phone number, and relationship to the student.
- ♦ Email written documentation of the absence upon your child's return to school to Robert.Carpp@cttech.org

2. Is there a limit to the number of absences I can excuse as a parent?

- ♦ Yes. The first 9 times a student is absent, a parent may excuse the absence regardless of the reason. If documentation is provided from an outside source for any of the student's first 9 absences, the day is considered excused by the parent.
- ♦ A student's 10th and all future absences can be considered excused only with appropriate documentation provided within 30 days. If the absence cannot be excused, it is considered an unexcused absence.

3. Could my child be considered absent even if he or she was in school for part of the day?

Students are considered absent if they are not in school for at least half the day. This includes coming to school after OR leaving school before 10:40 a.m. on a full day or 9:40 a.m. on a half day. If a student arrives tardy AND leaves early on the same day, they still must be present for at least half the school day or they are considered absent for the day. Doctor's notes are handled on a case-by-case basis in relation to time missed from school.

4. How may unexcused absences can my child have before credit is lost for the whole year?

A student is allowed only 9 unexcused absences in a school year. Credit denial occurs when a student reaches 10 or more unexcused absences. If a student is credit denied, they lose their credits for the entire year and must repeat the grade even if they are passing their classes. To appeal this decision, a hearing must be requested.

5. What is "chronic absenteeism"?

Students are chronically absent if they miss 10% or more of the school year. If a student is absent 18 days in a year (less than 2 days per month), they would be considered chronically absent. With chronic absenteeism, all days a student is not in school are counted regardless of whether those days are excused, unexcused, or suspensions. Chronically absent students miss a lot of class time and must work harder to earn good grades.

6. Where can I learn more?

- ♦ Refer to the Student/Parent Handbook on the Platt website:
- ♦ Contact the Dean of Students



Attendance Office
203-783-5336

Main office- 203-783-5300
Robert.Carpp@cttech.org



Dean of Students
Colleen George
203-783-5392
Colleen.George@cttech.org