



Kamaile Academy Attendance Policy

SY2024-2025

EFFECTIVE: 08/01/2024

Overview

Kamaile Academy encourages regular attendance throughout the year to support strong learning habits. Please make every effort to ensure your keiki are at school as much as possible and on time for the entire school day. Should your ohana need extra support, we have attendance team members on campus to help. Keiki are considered **chronically absent** when they have accumulated 15+ absences. ***Please help us achieve our goal of eliminating chronic absenteeism to increase student achievement.***

§302A-1132 Attendance compulsory. *(a) Unless excluded from school or excepted from attendance, all children who will have arrived at the age of at least five years on or before July 31 of the school year, and who will not have arrived at the age of eighteen years, by January 1 of any school year, shall attend either a public or private school for, and during, the school year, and any parent, guardian, or other person having the responsibility for, or care of, a child whose attendance at school is obligatory shall send the child to either a public or private school.*

Support and Interventions

Our attendance team works diligently to make sure there is attendance support for your keiki. This includes referrals to our grade level counselors, our Navigators Center, and reflections about the importance of school. Increased attendance interventions include Dean's Detention, Saturday School, referral to the Student Attendance Review Team (SART), and referral to the Attendance Review Council (ARC). If all interventions fail, a petition may be filed to family court for truancy.

Communication

Attendance can be reached at 808-697-7110 ext. 103 or via email at attendance@kamaile.org. You can email all medical notes or communicate regarding your keiki's absence. This information is the best way to let us know your child is out so the attendance can reflect the reason your child is out.

Scaled Absences

5 - 9 absences proceed to 1st letter; Saturday School application (secondary only)

10 - 14 unexcused absences proceed to 2nd letter and meeting with Social Worker, referral to SART (Student Attendance Review Team); Saturday School application (HS only)

15 - 19 unexcused absences proceed to 3rd letter and SART meeting

20+ unexcused absences proceed to the 4th letter and a petition may be filed to family court for truancy

Excused and Unexcused Absences

Absences considered excused may include official notes/documentation of any type of medical appointment, notification of family member's funeral services (up to three days), religious observations (up to three days), legal appointments, and family emergencies. School-approved activities including field trips, sports, student conferences, etc. will be marked excused with notification.

The following are **not** considered excused: babysitting or caretaking, visiting 'ohana and friends, shopping, employment (other than permanent early release), oversleeping, transportation challenges, family trips, extended vacations, and non-school-related club sports tournaments.

Please keep in mind that absences can be taken on a case-by-case basis. Please talk to the attendance team if you have any questions or concerns. Communication is key. Please keep in contact with the attendance office so that even if the absence is unexcused, it can still be noted with the reason your keiki is missing school.

Secondary (Grades 7-12) Specific

3 tardies per class = 1 absence per class

10 absences may result in automatic F (for class per quarter).

To help alleviate absences causing loss of credit, Saturday School will be held periodically from 8 am - 12 pm. Please see Ms. Maria Cordeiro in P4 for an application. Please include \$5 with your completed application. The money will hold your spot and is refundable upon completing the Saturday School session.