

# ATTENDANCE POLICY

What is our objective as a body of learning? At BCA, we value each student as an individual and as part of a community; we develop all aspects of their personhood with excellence, according to God's highest purpose for their "heart, soul, and mind."

## THE RATIONALE

### Keeping your seat warm

Educational studies consistently show a link between regular student attendance and the achievement of learning outcomes; kids who are in class generally do better.

### Tough Love and Godly Grace

We recognize that we are training students who are in the process of learning, so we seek to extend to them godly grace; we also value cultivating within them a set of skills and attitudes that will nurture them towards maturity—hence the tough love.

"Love the Lord your God with all your mind...":

As a community of learners, we challenge all students to develop an attitude of excellence towards their studies to prepare them to be lifelong learners in their sphere of influence.

We care about the development of students' attitudes towards their work and their colleagues, not just their performance. Attending classes and being prepared to work diligently is important, as is arriving punctually.

## THE POLICY

In keeping with both the BCS and PSSD attendance policies, students at BCA will be ineligible to receive credit for a course if they miss more than 18% of its designated classes due to excused and/or to unexcused absences. In two-month terms, this equates to 7 absences; in four-month terms, this equates to 15 absences; and in year-long terms, this equates to approximately 18 absences. Parents are encouraged to track their children's attendance in Briercrest Live. Before a student is withdrawn from a course due to inadequate attendance, every effort will be made to work proactively with the student towards success; we desire that all of our students be meaningfully engaged in their classroom learning experiences.

### Parents will receive an email when a student misses a class due to an unexcused absence.

- Parents will receive written communication when a student reaches approximately one-half of their total allowed absences: four absences within a two-month course; eight absences within a four-month term; and 10 absences within a year-long term.

- In instances where attendance is identified as a problem for a particular student, we will attempt to work with the student towards increased success in the context of a Student Support Plan for Attendance.
- When a student reaches their maximum allowed absences, he/she may be removed from the class with an option to reapply for the class in the event of mitigating circumstances.

Parents and/or guardians and the student will be asked to complete a reapplication form to request special consideration if they believe that there are significant and mitigating circumstances surrounding the student's attendance issues. This reapplication form will require the development of a plan to ensure appropriate attendance upon possible re-entry into the course.

## THE LOGISTICS

### Communication 101

When your child will be absent from school for one or more periods in a day, please phone Jolene Resch in our BCA office by 9 a.m. on the day in question. \*

\*BCA Dorm students only: In order to facilitate the best health care possible for our BCA dorm students, these students need to be excused by a Residence Dean or Assistant for absences related to illness; parents of dorm students are requested to partner with the dorm personnel when discussing absences due to illness rather than calling the BCA office directly on their student's behalf. Dorm students and their parents are advised to consult the following policy for their reference: "BCA Dorm Student Protocol Re: Illness Resulting in Class Absence." For other types of absences, parents are requested to notify directly both the BCA office and the dorm personnel.

We care about the well-being of our students; we need to communicate with you if a child is not accounted for to ensure his/her safety.

An unexcused absence may result in the assumption that the student was skipping class and will be addressed accordingly; for more information, please see our policy statement on "Unexcused Absences".

Dorm students and their parents are advised to consult the policy for reporting absences due to illness from within the dormitory context.

When your child will be late to school with your permission, please phone Jolene in our BCA office so that she will be able to record this information appropriately in our data management system; in this way, students will not be disciplined by their teachers for their tardiness in the form of Late Points,

although they may still be requested to make up missed learning time if the teacher deems it beneficial.

Please help us to help you stay informed by regularly visiting your account on “Briercrest Live”, along with Canvas and the BCA web site at [www.briercrest.ca](http://www.briercrest.ca). Attendance information is entered daily, so tracking your child’s progress should be easy.