

CMA Attendance Policy

Compulsory school attendance laws apply to a student who is 6 (on or before August 1 of the school year) through age 17. Colorado Military Academy believes consistent attendance is important to a cadet's academic progress. We foster partnership with parents to assist families with attendance difficulties. Student attendance is documented in PowerSchool and available for a parent/guardian's review.

Excused Absences

CMA recognizes the following as excused absences:

- (a) Temporary illness or injury and absence is approved by administrator;
- (b) Absence due to a physical, mental, or emotional disability;
- (c) Suspension, expulsion, or denial of admission in accordance with C.R.S. 22-33-105 and 106;
- (d) Students to whom a current age and school certificate or work permit has been issued pursuant to the Colorado Youth Employment Opportunity Act of 1971;
- (e) Student is in the custody of a court or law enforcement authorities; and/or
- (f) Work-study programs under the supervision of a public school.

A school administrator may extend excused absence for other matters such as funerals, religious observations, legal obligations, or other similar occurrences. Advance notice is appreciated when possible and documentation may be required.

Parents must call and notify the school of an excused absence. Call 719-576-9838. Please leave a message if no one answers. The front office will try to call parents/guardians to get that information if we have not heard from you. If the front office does not receive information and/or documentation about the absence, it will be deemed unexcused.

Unexcused Absences

Unexcused absences occur when the cadet is without a reason or for a reason outside the above list of excused absences. If parents do not notify the school of a student's absence or provide requested documentation concerning the absence (such as a doctor's note for extended illness), the absence will be considered "Unexcused."

Making up school work

CMA's Parent-Cadet Handbook details information about making up school work that has been missed.

- School work that occurs during an unexcused absence cannot be made up.
- School work that occurs during a suspension cannot be made up

- School work that occurs during an excused absence can be made up. A student has the same number of days he/she was absent to turn in the school work. Late work policies apply after that number of days. (Lose 10% per day.)

Pre-arranged absences

If you plan to travel or if a student will be out for an extended time for medical reasons, you can obtain a form from the front office to fill out in advance. Excused/unexcused reasons still apply.

Chronically Absent

A student who is absent more than 4 days per month or 10 days per year may be deemed “Chronically Absent.” The school will send a letter notifying the parents/guardians of this identification. Resulting consequences may include:

- Student may be retained in the same grade for next year
- Student may have to attend summer school or go to a private tutor paid for by parents/guardians
- Student may be declared a drop-out

Parents/guardians must meet with the Dean of Instruction to work out a plan for the students missed work and assured future attendance.

Truancy

If a student is absent without a valid and verifiable excuse from the parent/guardian or if a student leaves school or class without permission, this is truancy. Truancy is synonymous with “Unexcused absence.”

Habitual Truancy

A habitually truant student is one who accrues 4 total days of unexcused absence in a calendar month or 10 total days of unexcused absence during a school year (not including suspension). At 5 days of unexcused absence, parents will receive a notice in writing. At 7 days CMA will file a notice of non-compliance with our attorney and with the El Paso County courts. At 10 days, a petition will be filed with the CMA attorney and the El Paso County courts. When a petition gets filed, the student is mandated to appear in court.

Adopted by the CMA Board on _____.