



LINCOLN CHARTER SCHOOL  
559 WEST KING STREET  
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WEB ADDRESS - [www.lincolncharterschoolpa.com](http://www.lincolncharterschoolpa.com)  
“Learning, Leadership and Legacy”

**Leonard Hart**  
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#### **Attendance**

Under Pennsylvania Public School Code, once a child is enrolled in Kindergarten, they are subject to the Pennsylvania Compulsory School Attendance Laws. Parents/Guardians are required to write an excuse note for their child each and every time their child is absent. The excuse note must be given to the office or your child’s homeroom teacher within 5 school days. If the excuse note is not received within 5 days, the absence will be marked

#### **UNLAWFUL.**

Please be advised that if your child has 10 excused absences, your child will be placed on a doctor’s note. After being placed on a doctor’s note, the appropriate paperwork from the doctor must be supplied in order for the absence to be excused.

Absences will only be deemed as excused by Lincoln Charter School administration and/or Attendance Officer for the following reasons:

1. Illness of the child.
2. Family emergency: Specific emergency must be stated.
3. Death in the family: A copy of the funeral program must be presented.
4. Pre-approved educational field trip—must be submitted to the principal 5 days prior to the trip for approval. Upon return from the trip, students will be required to submit a one page report.

#### **Attendance Violation Consequences**

If a student is UNLAWFULLY ABSENT for a total of 5 days the parent/guardian may be taken to the Charter Board for an expulsion hearing concerning the student. Notification to the parent/guardian will be sent home.