

# Procedure for Student Absences

Illinois State Law requires that students school age up to 17 years shall attend school and requires that whoever has custody of the student who is enrolled in the school will assure that the child attends school during the time that school is in session.

Good attendance is necessary if a student is to experience the degree of success which he/she is capable of attaining but the Richland County School District will always put the health, safety, and well being of its students and staff first so if your child does not pass the daily symptom screening evaluation before school at home the parent must call the student in absent.

When a student is absent from school, his or her parents should call the school at 618-393-2191 ext. 3111 or email Attendance Secretary Natalie Berry at email address [nberry@rccu1.net](mailto:nberry@rccu1.net) on the morning of the absence to let the school know.

**For Student safety reasons, the school must hear from the parent to assure that the parent is aware that their student will be absent from school.**

If the student complains of not feeling well at school, however, according to the new IDPH regulations the school will contact the parent/guardian for the student to go home and the student will not be allowed back into school unless one of the following occurs:

1. Note from the Dr stating the symptoms are the result of a non-Covid related medical condition in which there is no risk of infecting others.
2. Negative Covid Test result.
3. Students remain home at least 10 and up to 14 calendar days and 24 hours with no fever (without fever-reducing medication) and improvement of symptoms.

These new IDPH Exclusion Guidelines can be found on this website:

<https://www.dph.illinois.gov/covid19/community-guidance/school-guidance>

This is an unusual school year for sure but ultimately our goal is to keep the students healthy, safe, and educate them the very best we can. Communication from our parents is key.

Thank you,  
Nurse Cheryl