



**Partnership with Parents to Improve Student Attendance at  
Riverside Brookfield High School  
A for Attendance**

At Riverside Brookfield High School we believe student attendance is an integral part of the educational process. We also believe classroom learning can never be fully replicated outside the school day; therefore, it is in the students best interest to miss as few classes as possible.

The Dean's Office will strengthen relationships with teachers, coaches, sponsors, parents and students to promote the importance of daily attendance. Students who have exceptional attendance will be recognized through our school-wide PBS initiative that rewards students for positive behaviors. Additionally, the Dean's Office will implement the following to improve attendance:

- The Dean's Office will contact families of students who have five, seven, or ten absences. Consequences will be determined by the absence number and type (excused/unexcused). Please refer to pages 16-17 of the *2014-15 Planner* for more information.
- Absence reports for students who have ten or more absences will be distributed as applicable to the following departments: special education, student services, athletics, and music/band. In this way, students will be encouraged by many staff members to attend school regularly.
- If a student has been absent for five percent of the semester, a doctor's note will be required to excuse each subsequent illness-related absence. Please refer to page 18 of the *2014-15 Planner* for more information.
- An unverified absence occurs when a student is not in the assigned classroom when a teacher takes attendance. Any student with an unverified absence will be issued a Saturday detention. It is the student's responsibility to follow up with the Dean's Office if the absence is incorrectly entered as unverified.
- Seniors who do not have unverified absences or cuts for any period will have opportunities for PSAE exemptions from final exams during senior year. Please refer to pages 8 and 9 of the *2014-15 Planner*.
- In partnership with the Athletic Office, the Dean's Office will recognize athletes who have perfect school attendance during their sports season with perfect attendance awards. Each season's team with the highest attendance percentage will also receive a trophy.
- On Fridays, the Dean's Office will award concession stand coupons to students in a randomly chosen class with perfect attendance. Students may use this coupon at the concession stands to purchase a menu item donated by the Boosters Club.

Two deans now serve in the main office: Mr. Neil Dughetti and Mr. Dave Sibley. Students with a last name starting with A-M will be paired with Mr. Sibley, and students with a last name beginning with N-Z will work with Mr. Dughetti.

**Thank you in advance for your efforts for a great school year, and remember:  
A for Attendance**