

Windham School District	JHBB
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ATTENDANCE MONITORING/ACCOUNTING

Each school principal is responsible for overseeing attendance procedures and ensuring that:

1. Attendance is accurately checked and reported to the school office daily for each class.
2. All student absences are recorded.
3. All permanent records of student attendance are maintained at the SAU office.

Legal References: RSA 193:8

Windham School Board	Policy Code: JHBB
Revised: July, 1998 Revised: May 24, 2005 Adopted: July, 5, 2005	