



612 W. Washington St.  
Princeton, KY 42445  
Phone: 270-365-8000  
Fax: 270-365-5742

<https://caldwell.kyschools.us/>

## ATTENDANCE INFORMATION

1. Parents are allowed five **(5)** parent notes per school year. Those notes will be used to cover the first five **(5)** unexcused absences.
2. Students are considered truant once they have three **(3)** unexcused absences. They are considered habitually truant once they have six **(6)** unexcused absences.
3. You will receive letter in the mail once your child has two **(2)** unexcused absences
4. You will receive a second letter in the mail once your child has at least five **(5)** unexcused absences. This letter will be considered a **FINAL NOTICE** letter. Further unexcused absences may result in truancy or educational neglect charges being filed.
5. House Bill 611 now requires the Director of Pupil Personnel to report any student who has been absent without excuse for fifteen **(15)** or more days during the school year to the county attorney for determination of appropriate court intervention.
6. Tardies affect attendance! You will receive a letter in the mail once your child has five **(5)** unexcused tardies and receive a **FINAL NOTICE** letter once they receive ten **(10)** unexcused tardies. Tardies may also result in charges being filed with the county attorney's office.

**Attendance is Important!**

**Encourage your child to attend school on a daily basis.**