

## Pink Huddle, Inc. Attendance Policy

**PINK HUDDLE, INC.** expects students to attend all regularly-scheduled classes. When a student is compelled for any reason to be absent from class, the parent/student should immediately convey the reason for the absence directly to the instructor. A written excuse should be provided **within 3 days** of the student being absent.

Each student will be granted 2 unexcused absents.

The decision to permit students to make up work that is required in any missed class resides with the instructor. Students who stop attending class will be withdrawn. Students who withdraw from **Pink Huddle, Inc.** will not be allowed to enroll again for a full year. The student and parent will be required to speak with the parent liaison before reenrollment is granted.

It is very important that students attend all classes to ensure that they will have all the necessary materials to qualify for graduation.

Extenuating circumstances for which an absence may be excused include, hazardous weather conditions, personal hardship, extended illness or hospitalization, family emergencies, or death in the immediate family. Instructors may request documentation to verify the extenuating circumstances.

Any absence problems which cannot be resolved between the instructor and the student are referred immediately to the appropriate department head and, if necessary, to the President of this organization. The President of **Pink Huddle, Inc.** is the final arbiter in all absence disputes.