

Diamond Ridge High School

Attendance Requirements

2026-27

Daily Attendance Expectations

Students are expected to attend the **entire** class period for all scheduled classes each school day, including Fridays. If a student is unable to attend school, their parent/guardian is responsible for notifying the office the day before, the day of, or the school day immediately after to report the student's absence.

Each student must maintain their attendance within the following limits each term:

- Students may not miss more than **three (3) classes per mini-term**.
- More than three absences (Guardian Notified and/or Unexcused) will result in the student being **dropped from the course** and placed in a **Raptor Redemption class** for the remainder of the term.
- Students who are dropped from more than three (3) classes in a mini-term will be dropped from the mini-term and no grades will be issued.
- Students who are dropped from more than two mini-terms per school year due to attendance will not be eligible for continued enrollment at Diamond Ridge.
- Tardies/leaving class early is not allowed - students must be in their assigned classroom and ready to learn at the start of each class period. Students who are late or who leave class without teacher permission will be marked absent.
- Friday attendance is **required** when a student has a D or F in one or more classes.

Attendance Interventions

- **1st Absence:** Teacher/student check in
- **2nd Absence:** Student conference with MTSS Attendance Mentor
- **3rd Absence:** Final warning message to student and parent
- **4th Absence:** Automatic drop from the class and placement in Raptor Redemption.

Reporting an Absence

Please include the following information when reporting and absence:

- Your name (guardian)
- Student name
- Date of absence
- Period(s) missed

A parent/guardian may contact (801) 826-9900 to report an absence, please leave a message if no answer or email teresa.thomas@canyonsdistrict.org to report an absence.

Reported absences will be marked Guardian Notified (G)

All other absences will be marked as **unexcused** and will impact student learning and grades. Due to our strict attendance requirements we strongly recommend that medical and dental appointments are made prior to or after school or on Fridays.

NOTE: Per the DRHS Agreement you signed, a student will face consequences and possible withdrawal whether or not an absence is Guardian Notified or unexcused.

Field Trips

Students will be limited to one (1) field trip during the school day per mini-term.

Unexcused Absences

Unexcused absences will result in the student not being allowed to make up assignments missed on the day of each absence.

“Way Late” and Leaving Early

Students who miss more than 10 minutes of class due to arriving late, walking out of class, abusing the hall pass privilege or leaving class early will be coded as attendance code “W.” “W” counts the same as an absence, but shows a student was present in the class during a portion of the class period.

Hall Passes

Students using a hall pass cannot take a cell phone with them. Students abusing the hall pass privilege may have that privilege limited or removed.

Checking Out of School

Students leaving prior to the end of a school day must be signed out at the main office by a parent or guardian listed in Skyward. Please call the main office in advance so the student can be properly notified by the office and excused.

Students who are checked out cannot remain on campus, including but not limited to when a parent/guardian checks out a student for a single class period.

Home Visits

Diamond Ridge faculty and staff may visit a student at home to make a connection or if the student has not been attending school. Home visits are used regularly to support attendance, or when other communication methods have not been successful in contacting the student or family.

NOTE: Please arrange ahead of time with a teacher in a class you are failing or struggling in to meet before or after school.