



EvanstonScholars

Attendance Policy

Please make sure you understand and are able to comply with the following:

- **THE ES ATTENDANCE YEAR GOES FROM AUGUST 1 – JULY 31**
 - Mandatory events (14-16 per attendance year plus SAT preparation class) are indicated on the attached ES calendar and will be shared with Scholars annually via paper.
 - We expect you to be ready to learn at the published start time of the event (this means being seated and/or on camera **before the start time** not walking in the door at the start time of the event and not off camera during the event.)

- **IF YOU MISS A MANDATORY WORKSHOP OR EVENT, YOU ARE EXPECTED TO FOLLOW UP WITH YOUR POD LEADER DURING THE FOLLOWING MONDAY STUDY TABLE TO GET THE MATERIAL AND AN OVERVIEW OF THE CONTENT.**

- **IN A GIVEN ATTENDANCE YEAR:**
 - Your first absence at a mandatory event/program will be noted.
 - Your second absence at a mandatory event/program will result in a warning.
 - Your third absence at a mandatory event/program will result in probation. Email notification will be sent to your parents and mentor.
 - Your fourth absence at a mandatory event/program will result in deactivation from Evanston Scholars.

- **OUR ATTENDANCE POLICY **DOES NOT** DIFFERENTIATE BETWEEN EXCUSED AND UNEXCUSED ABSENCES.** We know that illness and emergencies arise, as well as conflicts. We have tried hard to create a policy with some wiggle room that helps you honor your commitment as an Evanston Scholar. If you know in advance that you will need to miss a mandatory program, please notify your Pod leader at least one week in advance.