



**High School District 214**  
2121 South Goebbert Road  
Arlington Heights, Illinois 60005  
847-718-7600 | [www.d214.org](http://www.d214.org)

## **UNAUTHORIZED ABSENCES**

An unauthorized absence is any absence caused by a failure to follow prescribed school procedures or reasons not accepted by the school. Examples include, but are not limited to, the following:

- Failure to sign in or out with attendance office;
- Oversleeping;
- Missed school bus;
- Car trouble;
- Late call;
- Excessive parent/guardian calls;
- Undocumented health-related absences;
- Pre-approved family-related activity days exceeding the pre-approval limit.

NOTE: Any unauthorized absence is reviewable by the administration.

