



Brookfield Public Schools

CANDLEWOOD LAKE ELEMENTARY SCHOOL
www.brookfield.k12.ct.us

Dear Students, Parents/Guardians/Caregivers, and Staff,

January 2024

The State of Connecticut's Truancy and Chronically Absent Mandates:

Truant	A student with 4 or more unexcused absences in a month, or 10 or more unexcused absences in a school year is considered truant by the State of Connecticut.
Chronically Absent	A student who misses 10% or more of the school year - excused or unexcused - is considered chronically absent by the State of Connecticut. In other words, at the end of each school year, a student who missed more than 18 of the 182 school days is considered chronically absent from school by the State of Connecticut.

The State of Connecticut's AND Brookfield High School's Attendance Policies and Mandates:

Absence type:	What to know:	What's required to excuse the absence:
9 Parent Excused Absences can be excused each school year.	Parent Excused Absences can be for any reason the parents/guardians consider appropriate.	A handwritten note and/or email from the parent/guardian must be turned in to the main office receptionist within 10 school days of when the student returns to school following the absence.
2 Mental Health Wellness Absences can be excused each school year.	Mental health/wellness absences cannot be on consecutive school days (i.e. not a Tues/Wed or a Fri/Mon).	A handwritten note and/or email from the parent/guardian must be turned in to the main office receptionist within 10 school days of when the student returns to school following the absence.

Please Note:	A total of 11 school absences (9 parent-excused + 2 mental health wellness) can be excused each school year. For additional absences to be excused, a note from a medical provider (i.e. a doctor, a walk-in clinic, etc.) is required.
	A parent/guardian or mental health wellness note excusing any portion of a school uses one of the 11 absences outlined above.