Attendance

Module One: Keeping Good Attendance (Reading Reference)

Steps to Good Attendance:

1. **Make attendance your highest priority:** Nothing is more important that being on time wherever you have to be: school, church, sports practice, band practice, play rehearsal. Why? Who are you letting down if you are absent or late?

2. **Know where you need to be, and when:** Keep track of your life—in a book, on your phone, somewhere, and check your calendar frequently.

3. **Use the alarm clock on your phone,** or get a real alarm clock and keep it set by your bed. Set it so that it will automatically ring the same time every day.

4. **Get enough sleep:** That means 7-8 hours a night. Less than that, and you're not as good for your team, your friends, or yourself. So if you have to be up at 6 a.m. on school nights, you need to be in bed by 10:00 p.m., Sunday through Thursday!

5. **Arrange for transportation, and have a back-up plan:** Know how you're getting there—to school, to church, to practice, and what time you have to leave home in order to get there a little early.

6. **If you have to be absent, be sure to talk to your teachers the day you come back to get all the work you missed:** Arrange with your teachers when they can talk to you about make-up work. What will you have to make up? How long will you have to make it up?

7. **Bring a note from home explaining your absence!** An excused absence—for your illness, or other important reason—is looked on differently than an unexcused absence. And just to be sure, keep in mind that many "reasons" for being absent are not considered "excused," even with a note—babysitting, a doctor's appointment (they don't take all day), not feeling like it…

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