

## STUDENT ATTENDANCE RECORDS

As part of the school district's records, the daily attendance of each student is recorded and maintained on file with the permanent records.

It is the responsibility of the principals to ensure that such reports are filed with the building secretary and student information system, the custodian of school records.

Legal Reference: Iowa Code §§ 294.4; 299 (2013).  
281 I.A.C. 12.3(4).

Cross Reference: 501 Student Attendance  
506 Student Records

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