



# **HARTFORD COUNTY REGIONAL FIRE SCHOOL**

**Training the Fire Service Since 1969**

## **ATTENDANCE POLICY**

**Certification for Firefighting requires a significant commitment of time and effort, which is shared, by both the student and the instruction staff.**

**In order to qualify for certification testing, Hartford County Instructors are required to provide instruction through classroom and hands on contact hours to give you working knowledge and hands on skill development necessary for the successful completion of the program.**

**Attendance is mandatory in order to ensure that you have the opportunity to develop these skills and obtain the knowledge base.**

**We recognize that emergencies can arise and we will try to work with each student. However please realize that this is a certification process and that we must follow strict attendance requirements.**

**Emergency absences must be communicated to both the Fire School and your Department Training Officer or Chief. Email is the best-documented method. Email Address is: [Hartfordcountymfireschool@gmail.com](mailto:Hartfordcountymfireschool@gmail.com)**

**So there is no misunderstanding... an emergency is not something that is planned (It's an unknown and unexpected event). If you have plans or work conflicts that will result in absences from class please change them so you can attend the program. If you are unable to change them please contact us prior to the start of class to discuss otherwise consider taking the class at another time when these conflicts will not exist.**

**Lack of attendance will result in dismissal from the program and no refund.**