

Attendance:

Students must come to school on time every day. When your child returns to school following an absence, please send a note stating the reason for the absence. Absences will be considered UNEXCUSED until a written note is submitted.

Excused absences include:

- Illness (Dr.'s statement is required for 3 or more consecutive days.)
- Death in the family
- Religious holiday (A statement from the religious group leader is required.)
- Other reasons must be submitted to the principal for consideration prior to the incident

If your child must be excused during the day for an appointment, please send a note stating the reason for the absence and the time for early dismissal.

NO STUDENT WILL BE PERMITTED TO LEAVE THE SCHOOL UNLESS HIS/HER PARENT (OR DESIGNEE LISTED ON THE ENROLLMENT CARD) COMES TO THE SCHOOL OFFICE TO SIGN HIM/HER OUT.

Five (5) unexcused absences will result in a referral to the school truancy board for a hearing. Parents will receive a letter. The Director of Schools will be notified. Continued poor attendance may result in legal truancy action.