

ATTENDANCE

Your child's attendance is very important to our school. We want to work with you so that your child is here, on time, as often as possible. Our goal is to assist you in any way possible to ensure that your child is here whenever they are not sick. Good attendance is a key piece in helping your child grow academically and achieve all that they can.

If your child is sick, please call the school (574-457-4484) before 10:00 on the morning of the absence. We have an answering machine available 24 hours a day and you can call anytime to report an absence. If you report the absence early in the morning, we will have a better chance of making arrangements to get homework ready for you to pick up for your student.

Being to school on time is an important part of attendance. Teachers get students started with various activities and responsibilities by about 8:15. The school day officially starts at 8:25. If your child misses the bus, please call the school right away. Many times a bus can return and pick your child up and get them to school on time. **It is not appropriate for a student to stay home just because they missed the bus!** Again, call us and we will find a way to help you get your child to school.

If your child will miss school due to a vacation, a form must be filled out ahead of time and submitted to the principal. A copy of the request is given to the classroom teacher so they can prepare the homework assignments before your child leaves for vacation.

If you have any problems or questions concerning attendance, please contact the school so that we may help you. We want to have your student here so that we can support them in their learning. Thank you for your assistance.

Mr. Eric Speicher, Principal