

Attendance Reminder

Instructional time is a valuable commodity for schools and one which we want to maximize each day. Please help us ensure that your child has the opportunity to fully participate in the school day by making sure he or she is present and on time. Students who arrive at school after the official start time will be marked tardy unless their arrival falls more than 40 minutes after school begins. In that case, students will be marked absent for the morning half-day block. Likewise, students who leave school in the afternoon earlier than 40 minutes prior to the conclusion of the school day will be marked absent for the afternoon half-day block. Students leaving within the last 40 minutes of the school day will be noted as having an early pickup for that day.

The following guidelines will be used for determining the appropriate attendance code effective Monday, September 26.

School	Morning Block	Tardy	1/2 Day Absent	Afternoon Block	1/2 Day Absent
East & West Intermediates	7:50 a.m.-11:00 a.m.	7:50-8:30	8:31-10:59 a.m.	11:00 a.m.-2:30 p.m.	11:00-1:49 p.m.

As a reminder, state law requires that if a child is absent without a valid excuse for four or more days or parts of days within a four week period, or for ten or more days or parts of days within a semester, parents/guardians will be notified with a Notice of Non-Attending form. After the fifth absence without a valid excuse, the district must notify the District Attorney's office. Please note that tardies and early pickups do meet the "parts of days" portion of this state law. We appreciate your help in making sure that your child is able to fully participate in the learning experiences offered each day.