

# WHEN STUDENTS ARE SICK

Students who become ill need parent authorization to check out or must have a parent or guardian come in to check them out.

Students may go to the Clinic (located through the Administration Office) to call a parent or guardian.

Students who come to Attendance to check out should have a one-way pass from their class.

ALL STUDENTS MUST CHECK IN AND OUT WITH THE ATTENDANCE OFFICE.

## PARENT NOTES

ONLY 10 PARENT NOTES FOR ILLNESS PER YEAR

A letter will be sent home when 6 Parent Notes have been received and again when the 10 note limit has been reached.

After 10 Parent Notes, only a doctor's/dentist's note can excuse an absence or tardy.

All absences are unexcused until written documentation is received by Attendance.

Parent Notes are NOT VALID for traffic or weather conditions, oversleeping, or doctor/dental appointments.