

JOHNSONTOWN ROAD ELEMENTARY

☆ Attendance ☆

Students are required by law to attend school every day and to be on time for school and all classes.

A student's absence is excused only if the student is ill, if she or he has a doctor/dentist appointment, or if there is a death in the family. In any of these situations, parents are expected to call the office (**485-8278**) and report the student's absence. A written note should be provided upon the student's return to school. Parents or students may request make-up work for excused absences.

Three unexcused absences and excessive tardies are reported for investigation to the district's Pupil Personnel Office. Teachers are not required to give make-up work to students whose absences are unexcused.

Students who arrive at school late are required to sign in on an entry log. Parents are required to sign an exit log if they must pick up their child during the school day. Picture identification will be required of anyone picking up a student from school. In order for a student to be released to an adult, that adult's name must be listed on the student's enrollment form. A student will be marked tardy when he or she arrives after 9:05 a.m. and before 11:24 a.m. A student will also be marked tardy if he or she is signed out after 1:25 p.m. There is also time during the day if signed out that the student will be marked either tardy or ½ day absent.