

## **LATE ARRIVAL/EARLY DISMISSAL**

It is necessary that pupils be in attendance throughout the school day in order to benefit fully from the educational program of the district. The Board recognizes that, from time to time, compelling circumstances will require that a pupil be late to school or be dismissed early.

Students must be in their homeroom by 9:00AM or they will be considered tardy. Pupils who are tardy **must** report to the Main Office with a note of explanation signed by a parent. The student will be given a pass to be admitted to class at that time. Excessive tardiness will be handled by the principal.

A note from home requesting early dismissal should be presented to the homeroom teacher at the beginning of the school day. Kindly try to schedule doctor and dentist's appointments after school hours.

No pupil shall be permitted to leave school before the close of the day unless met and signed out in the Main Office by a parent. Parents who pick up their children at dismissal time are also required to come into the school office and sign the pupils out. These procedures are for the safety and protection of each student.

The only exception to the above procedure is for those parents who transport their student on a regular, daily basis and follow a special procedure for dismissal at the end of the school day, with one of our staff members on transportation duty to sign out their children.

When a student remains for an after-school activity, there must be a written note from the parent. Permission slips for the activity fulfill this requirement. Parents **must** pick up their children **promptly** at the conclusion of the activity.

Students with perfect attendance are recognized at an Awards Assembly in June.

## **HEALTH INFORMATION**

### **ABSENCES**

Any child who has been absent must have a note of explanation from a parent or guardian when returning to school. Please call the school nurse when a child has been absent three (3) days or when a communicable disease is suspected.

Home instruction of up to 5 hours per week is available to students whose physician has determined that their physical ailment prohibits their attendance at school for an extended period of time. For more information, please contact the principal.

### **ILLNESS**

Please do not send sick children to school. When children become ill at school, they will be sent home after the proper arrangements have been made. Students are required to speak with the school nurse before calling home concerning illness or accidents at school. The call must be made from the health office. It is recommended that students not return to school until they have been without a fever, (a temperature less than 100° F) for at least 24 hours.

### **COMMUNICABLE DISEASE**

Whenever a child has a contagious disease, the parents are requested to notify the school immediately. Appropriate steps can then be taken to prevent the spread of contagion among other children in the same classroom. Most communicable diseases have been controlled or eliminated through immunization; however, the following information may be helpful:

**Chicken pox** - Usually begins with fever, fatigue, and a skin eruption that starts as a red papule then becomes small blisters for 3 to 4 days, then leaves a scab. The period of infectivity is 1 day before the onset of fever to the drying of all crusts or 5 days after the appearance of the rash. The students will be admitted when either the rash has scabbed over or 5 days after the initial appearance of blisters.

**Conjunctivitis (pink eye)** - Characterized by redness, swelling, burning or itching of eye membranes. There may be sensitivity to light and a yellow discharge. The student may return to school when eyes are clear or after being treated by a doctor.