

## What to do when your child is out sick



Please call the absence hotline at 654-4203 and press prompt #6. Leave your child's name, homeroom teacher's name and reason for absence. **If a parent/guardian does not call, we must call the parent/guardian to verify the absence from school.**

Following an absence please send in a note to Mrs. Gigantiello explaining the absence. If there is a note from a doctor, dentist, or medical provider, please send it in attention Mrs. Gigantiello.

If your child will be coming to school late for any reason, please call the absence hotline. Late lunches cannot be ordered after 10:00AM (approximately), if you call the absence hotline you may leave a lunch order.

**Once again, if your child is not in school even if he/she is coming in late, we will call home to verify lateness or absence.**

Thank you for you cooperation,  
If you have any questions or concerns please feel free to contact me.

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