

ABSENCE

It is extremely important that the school records be kept up-to-date. The school office should be notified immediately of any changes in address, telephone home/work phone numbers.

To report your child absent from school, please call:

School Nurse at (631) 587-7200 x103 between the hours of 7:00 - 8:00 a.m.

LEGAL ABSENCE

New York State law allows a legal absence or lateness for the following reasons:

Sickness

Sickness or death in the family

Impassable roads or weather making travel unsafe

Religious observance

Approved school-supervised trips

Required presence in court

A written excuse from a parent/guardian, stating the DATES and REASONS for absence is required for all absences. If a child is to be absent for any length of time, please notify the principal or school nurse.

ILLEGAL ABSENCE

State law distinguishes two types of illegal absence and lateness.

These include educational neglect and truancy. All absences, legal or illegal, along with the record of lateness, are placed on the student records. This becomes part of the permanent record and consequently may have implications for the future.

A. Educational Neglect - absence with the knowledge and consent of parents for other than legal reasons. Such excuses as visiting, vacation, needed at home, work, overslept, missed bus, caring for a sibling, fall under the category of educational neglect and are not legal excuses for absence or lateness.

B. Truancy - Students, whose parents expect them to be in school, yet do not attend for reasons other than those legal reasons listed above are said to be truant. Any student considered truant will be suspended. Repeated offenses will result in the truant officer from the home district being sent to the home.

Any student whose illegal absence from school is excessive (more than 10% - 18 school days) may be required to transfer from OLL.

Teachers are not responsible to anticipate or make up work with students who are absent because of illegal absence and lateness.

You may retrieve all homework and class project information on our website under the student's class, after 3:30 of that day. Books may be picked up at the office at dismissal time or sent home with another student.

ABSENT NOTE

To be brought in on the day the child returns to school.

NYS requires that absentee notes be kept on file for a period of three years

Date _____

My child, _____, in Class _____

Was absent from school on _____
(date/s)

due to: _____

Signature of Parent / Legal Guardian _____