



Lower Merion School District

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Dear LMSD Families:

This year, it will be easier than ever to report student absences from school, thanks to the new **LMSD Safe Arrival** system. Instead of sending a paper note in to your child's school, you'll be able to submit absence information online.

Simply go to <https://www.lmsd.org/parents/attendance> and enter the information requested on the page. Once you submit the absence information, the system will generate a confirmation email back to your email address. If it's more convenient, you can also opt to call the **LMSD Safe Arrival** Hotline number for your school. If you use the phone numbers below, you will still need to submit a written note to the school office or an online notification:

Bala Cynwyd Middle School:	610-645-1400
Belmont Hills Elementary School:	610-645-1429
Cynwyd Elementary School:	610-658-3903
Gladwyne Elementary School:	610-658-3904
Harrilton High School:	610-658-3949
Lower Merion High School:	610-645-1898
Merion Elementary School:	610-658-3902
Penn Valley Elementary School:	610-645-1403
Penn Wynne Elementary School:	610-645-1404
Welsh Valley Middle School:	610-658-3946

Please note, as in years past, parents and guardians of students who are absent will receive a verification phone call on the day of the absence, even if the absence has been reported via our **LMSD Safe Arrival** system. Phoning parents and guardians of students who are not in class is an important measure undertaken by the District to ensure the safety of all of our students.

If you have a doctor's note that would excuse an absence, you can send the original note to the school office upon the child's return.

The **LMSD Safe Arrival** system is NOT to be used for Educational Trip absences. [The application form for Educational Trips](#) must be submitted to your child's school office at least 14 days in advance of the proposed trip.

As a reminder, all District [regulations regarding student attendance](#) can be found in the Board section of the District website under Policies.

If you have any questions regarding the **LMSD Safe Arrival** system, please contact the main office at your child's school.

Sincerely,
Amy Buckman
Director of School and Community Relations