

# **REPORTING AN ABSENCE**

When a student is absent from school, the PARENT must call or email the school by 8:15 A.M. to report the absence. If no call or email is received, the automated school system will make an effort to contact the parent, but if NO PARENT CALL or email has been received by 3:00 P.M. the day following the absence, the student will be charged with an unexcused absence.

**317-544-5700**

or

[msattendance@avon-schools.org](mailto:msattendance@avon-schools.org)

