Margate City Board of Education

8103 WINCHESTER AVENUE
MARGATE CITY, NEW JERSEY 08402
PHONE: (609) 822-1447
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Dear Parents/Guardians,

From time to time a child may be late to school or dismiss early due to personal or medical needs. While many times such arrivals or dismissals cannot be avoided, you are encouraged to do everything you can to ensure that they are missing as little instructional time as possible.

Please be informed of the current regulations pertaining to student attendance. As per New Jersey Administrative Code 6A:32-8.3 (b), School Policy 5113, and the Margate City School District Student Handbook: *A student shall be considered absent from school when participating in less than four instructional hours (excluding lunch) during the school day, including all early dismissal days.*

Instructional hours begin at 8:15 a.m. and end at 2:55 p.m. Students who arrive after 8:15 a.m. are recorded as "tardy". Students at Ross who arrive after 10:05 a.m. are recorded as absent (since they are not meeting the 4 hour minimum – excluding 50 minutes for lunch and recess). Students at Tighe who arrive after 10:15 a.m. are recorded as absent (since they are not meeting the 4 hour minimum excluding 40 minutes for lunch and recess).

On regular school days, students at Ross who arrive by 8:15 a.m. but leave prior to 1:05 p.m. (less than 4 hours, excluding lunch) must be recorded as absent. Students at Tighe who arrive by 8:15 a.m. but leave prior to 12:55 a.m. (less than 4 hours, excluding lunch) must be recorded as absent. In such cases, the regulations do not allow us to credit individual students with a "half day" of attendance.

On early dismissal days students must be in attendance the entire time in order to be considered present for that day.

If you have any questions, please do not hesitate to reach out to me.

Sincerely,

Thomas A. Baruffi, Ed. D.
Interim Superintendent
609-822-1447 ext 366