



# Derry Township School District

Administrative Office • 30A East Granada Avenue • P.O. Box 898 • Hershey, PA 17033  
Phone (717) 534-2501 • Fax (717) 533-4357 • www.hershey.k12.pa.us

December 18, 2023

Washington, George  
1600 Pennsylvania Ave  
Washington, DC 20500

**RE: George Washington, Jr.**

Dear Parent/Guardian,

This letter is to inform you that George Washington, Jr. was absent unlawfully from school on:

Date	Absence	Absence Amount
9/22/2023	Unexcused Absence	1.00
11/02/2023	Unexcused Absence	1.00
<b>Total Amount:</b>		2.00

This is the second unlawful absence recorded this year. Attendance requirements are meant to benefit your child's educational experience. I appreciate your cooperation in trying to improve your child's school attendance and in helping George complete missed assignments on those occasions when George must be absent.

Commonwealth of Pennsylvania law and school policy require that every child of compulsory school age attend school daily. A child must present a written excuse from the parent/guardian or medical practitioner within three days of an absence, or the absence will be counted as unexcused. Enclosed are penalties for violation of compulsory attendance requirements.

I strongly encourage you to contact the guidance office or the student assistance team to discuss ways to ensure your child's school attendance. Continued unlawful absences could lead to notification of the magisterial district judge, as well as a referral to the County Children and Youth Agency. You may request a school attendance improvement conference at this time to explore possible solutions to your child's unlawful absences. If you have any questions, please call my office at 717.555.5555.

Sincerely,

School Principal

(Enclosures: Law and SAP brochure)

c: School Counselor  
Student Attendance File, ()

*Second Unlawful Absence Letter*