



Robert Lince

Preschool & Kindergarten

208 S. 3rd St., Selah, WA 98942

Office/Línea de español: (509) 698-7900 Fax: (509) 698-7901

Principal: Irina Stoica **ECEAP Director/Assistant Principal:** Lee Grams

10 or more Prearranged Absence Request

Date: _____

Dear Families/Guardians,

Consistent attendance is essential for our students' academic and social-emotional development. We also recognize that valuable educational experiences can occur outside of the school day. However, as a school district, we must follow the attendance procedures outlined by the Washington Office of Superintendent of Public Instruction (OSPI). Here's a brief summary:

<u>OSPI Required Checkpoints</u>	
Unexcused <u>RCW 28A.225.020</u>	Excused <u>RCW 28A.225.018</u> <u>School Board Policy #3122</u>
1 in a month 3 in a month 2 to 7 in a year 7 in a month or 15 in a year	5 in a month 10 in a year Excessive Absences 10+

If your student's absences have already exceeded or will exceed these thresholds upon their return, we must have a plan in place to ensure they do not fall behind. Please notify the office and your student's teacher at least 24 hours in advance to discuss their current academic standing and what they will miss during their absence.

You can reach us at 509-698-7906.

As the person responsible for my student's attendance, I am aware of their current attendance status. I commit to only keeping my student home for serious illnesses, which include:

- A fever of 100.4°F or higher
- Diarrhea
- Vomiting

If you are trying to decide whether to keep your student home, our school nurse is available to help. Please contact them at 509-698-7906. For any other situations, please partner with us so we can work together to support our student's success!

Students Name _____ Parent Signature _____

Students Current Number of absences _____



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Teacher notes:

Areas of academic concern:

Areas to work on while gone: