

NCHS Attendance Line: 557-4450

When leaving a message for our attendance line, please share the information below on the attendance voicemail:

- Student Name
 - Student Grade Level
 - Your Name and Relationship to the Student
 - Your phone number for verification
 - Share if this will be an all day absence, early dismissal, or late arrival and the time either leaving or arriving
- For an early dismissal, ***please allow at least two hours notice in advance***, especially in the early morning hours. It does take time to have your student available.
 - For late arrivals, please let us know as soon as possible so we know where your student is, and when to expect them.
 - Whenever possible, please try to make all appointments after school, during extended breaks, institute days, and/or school holidays.
 - Be familiar with your student's schedule. If appointments are during school hours, please do your best to avoid times when your student may need to take extra time to get ready to leave (ex: PE/Swim).
 - Our attendance is by periods only. We have eight periods each day. If your student leaves during any class period, they will be marked absent for the whole period.
 - You may pull up to the sidewalk outside the front doors to pick up your student if they were previously called out. There is no need to come into the building. If you must come into the building, you need to enter at the front doors and check in at the Greeters Station. Upon entry, you will be asked for a photo ID and to sign in, or the Greeters Station can assist you in scheduling an appointment as needed.
 - Please review your Student Handbook for a list of excused and unexcused absences.
 - Please check Infinite Campus regularly to see attendance for your student.
 - We have a closed campus for lunch. No student is allowed to leave for lunch, and no food or drink (except water) is allowed to be brought into the building.
 - No special occasion deliveries will be accepted such as flowers, food, or balloons.

We thank you for partnering with us. If you have any questions, please call the Main Office at: 557-4401.