ATTENDANCE MATTERS!

UNLOCK THEIR POTENTIAL: EVERY DAY COUNTS

WHY ATTENDANCE IS
THE KEY TO SUCCESS

Regular school attendance is one of the most important factors in your child's academic journey. When students are in school, they:

- **Engage** directly with teachers and classmates.
- **Participate** in vital classroom activities.
- **Build strong learning habits** that last a lifetime.

Missing school means missing out! Frequent absences can significantly impact learning and overall achievement.

UNDERSTANDING
EXCUSED VS. UNEXCUSED

We know life happens, and absences occur. However, it is crucial that all absences are properly excused in line with school policy and Pennsylvania attendance laws. An absence is considered unexcused if:

- The school does not receive **a valid reason**.
- Proper documentation is not submitted **within 3 school days** of your child's return.

Chambersburg AREA SCHOOL DISTRICT

SIMPLE STEPS TO
EXCUSE AN ABSENCE

Upon your child's return to school, you MUST provide documentation within THREE (3) school days explaining the reason for the absence. Your note or submission must include:

- Your child's FULL NAME
- The DATE(S) OF ABSENCE
- The REASON for the absence

CHOOSE YOUR EASIEST WAY TO
SUBMIT THE EXCUSE

SAPPHIRE COMMUNITY WEB PORTAL

Scan QR code, log in, and navigate to Student Data Forms > Absence Form. It's quick and easy!

EMAIL

Send an email directly to the school secretary. Email addresses can be found at this link: **https://www.casdonline.org/students/attendance**

WRITTEN NOTE

Send a clear, legible note with your child directly to school.