

Inglemoor High School



Adam Desautels, Principal

Joe Mismas, Assistant Principal
Shawn Rainwater, Assistant Principal
Ebonisha Washington, Assistant Principal

15500 Simonds Rd. NE Kenmore, WA
Attendance Phone: 425-408-7210

Frequently Asked Attendance Questions

1. What is an excusable absence/tardy?

Illness, Doctor appointment, Field Trip, Family Emergency

Please review the Washington State Law ([WAC 392-401-020](#)) and [NSD Policy 3122](#). Common unexcused absences/ tardies: sleeping in, traffic, missed the bus, tired, studying for a test, wanting a shorter day, alarm didn't go off, etc.

2. How long do I have to excuse an absence or tardy?

48 hours (2 business days)

3. Can I call/email the same day to get my student an early release pass?

***NO**, our policy is 24-48 hours' notice. If it is same day a guardian/parent needs to write a note the student can bring to the attendance window- (**THIS MUST BE DONE IN THE MORNING BEFORE SCHOOL**), or the guardian/parent must be physically present to pick up the student.*

4. What are ways to report a FULL DAY absence?

ParentVue, email IHSAttendance@nsd.org, or Phone 425-408-7210

5. What if I need to report a LATE arrival?

*This can be done via email, by phone, or by written note (not preferred but accepted). You **CANNOT** put partial absences in on ParentVue, they will be automatically denied.*

6. Does my student have to check in at the attendance office when arriving late or leaving early?

***YES**, if your student does not sign in when arriving late or when leaving campus early, they will be marked as **UNEXCUSED**.*

7. What if my student is feeling sick (unwell) during the school day?

They must go to the nurse where they will be evaluated. Do not call the main office.

8. What is the "U" on my student's attendance record?

*This can indicate a multitude of things. Did you leave a reason for the absence? Is the absence allowed per the state and NSD policies? We must have a reason, you **DO NOT** have to go in depth, i.e. sick, has an appointment, etc.*

9. Will the "U" effect my student's ability to be in clubs, honor society, or with them graduating on time?

No, this is for our records only, while it may not be an allowed excuse we will communicate with the student's guardian/parent.