

# The Petrides School

EDUCATIONAL EXCELLENCE FOR 21<sup>ST</sup> CENTURY  
715 Ocean Terrace- Building B- Staten Island, New York 10301  
Telephone: 718.815.0186

*Anthony Tabbitas, Principal*  
*Jennifer Ponzi, Assistant Principal*

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September 2026

Dear Parents/Guardians

You will find **important information** regarding **school ATTENDANCE** policies in this letter. Please read and share this information with your child. We also ask that you carefully monitor your child's school attendance to ensure they meet the required 95% - 100% attendance for this school year.

All students are expected to be in school and punctual each day. Your child's school attendance is a required, legal record. Students may miss school for illness, emergencies, or for religious reasons, but we want to see EVERY student in school EVERY day.

Excused absences are still absences. We can excuse absences when a student is not in school for religious, medical or emergency reasons, but the excused absences is a legal part of the student's record. Excused absences may not count against a student for school awards or participation in school activities. There must be a note provided from a doctor or parent to support an excused absence.

Please be mindful of school attendance policies when planning family vacations. Absence due to family vacation or visiting relatives are NOT excused. Please be mindful that students find it a bit overwhelming to catch up on missed assignments and learning opportunities when returning from extensive family vacations during the school year.

Attendance can affect grades. Students who come to school daily perform better academically than students with poor attendance. It is our policy to help students who do miss school stay on track with take home and make up work. You or your child should contact the teacher for all missed work. Pupilpath.com is also a great resource when making up missed work.

Attendance is a promotional criterion set forth by the New York City Department of Education. Failure to maintain 90% attendance or higher may result in your child's having to repeat the grade. Did you know that a student with 90% attendance has missed one month of school by the end of the year? It is important to maintain 95 – 100% attendance for the school year.

If absence from school is necessary, a parent/guardian must provide a note to be brought to school the day your child returns. If your child is absent 2 or more consecutive days, a doctor's note is required.

We believe that setting high attendance goals is important to setting high expectations for a culture of success in school. I encourage you to set monthly goals of 100% attendance and punctuality with your child.

If you have any questions, feel free to contact me at 718.815.0186 or [evarga22@schools.nyc.gov](mailto:evarga22@schools.nyc.gov)

Sincerely,

Mr. Erick Varga  
Assistant Principal