

## Attendance Policies at Grayhawk Elementary School In the Paradise Valley Unified School District

To report student absences, please call: 602-449-6600 or email [dmcdonough@pvschools.net](mailto:dmcdonough@pvschools.net)

Please contact the office before **8:00 a.m.** if your child will be absent.

**IT IS MANDATORY THAT ALL STUDENT ABSENCES BE EXCUSED BY A PARENT/GUARDIAN.** The student or an older sibling may not excuse the absence. It is for your child's safety that all absences are verified. If your child is absent and we do not hear from the parent, we will try to contact you by phone. If we are not successful, the student will be marked truant. Our answering machine will take your message from 4:00pm to 8:00am. Please let us know as soon as possible if your child will be absent or tardy.

The State Department of Education tracks many health problems, so it is important to state specifically why your child is absent. Please indicate the nature of the absence. Illness reasons are list below:

Head Lice

Pink Eye

Chicken Pox

Gastro-Intestinal (stomach upset, flu, diarrhea)

Upper Respiratory (cold, sore throat, bronchitis, congestion, strep throat, etc.)

Excused Absence (symptoms that are not contagious, i.e. headache, vacation, personal)

If your child has had a fever (over 100 degrees), vomiting, diarrhea or a rash within 24 hours of the current school day, please do not send him/her to school. If your child has had the chicken pox or has been treated for head lice, he/she must be checked by the school nurse before returning to the classroom. We also require a doctor's release if your child has to be hospitalized overnight.

If you need to contact the school nurse, Lisa Van Paris, please feel free to call her directly at 602-449-6603.

**PLEASE MAKE A NOTE OF THE ATTENDANCE LINE NUMBER AND KEEP IT HANDY AT WORK AND AT HOME.**