



Amanda-Clearcreek Local Schools

James B. Dick, Superintendent
328 East Main Street
Amanda, Ohio 43102

phone 740-969-7260 * fax 740-969-7620
www.amanda.k12.oh.us

Date:

Re: Student's Name

Dear Parent(s) or Guardian(s):

One of the first steps in achieving a quality education is a proactive program that ensures regular school attendance. Amanda-Clearcreek Local Schools believe that students and parents who have been properly informed of attendance policies and the consequences of poor attendance are empowered to make educated decisions concerning their attendance.

This letter is to inform you of our concern for your student's absences from school. At this time, your child has a total of **38 hours of absences** from school this month or **65 hours this school year**. When a child has been absent for 38 hours in a month or 65 hours in a school year, whether that time has been excused or unexcused, no additional absences will be excused unless a physician's note for medical verification is provided.

We believe that regular attendance and punctuality to school are essential to a child's performance. The State of Ohio (House Bill 410) requires Amanda-Clearcreek Local Schools to enforce mandatory attendance. Time missed due to tardy to school will be included in the calculation of hours absent.

We try to identify and document extenuating circumstances with individuals and families that may be affecting a child's attendance in school. We prefer to work closely with each individual situation in order to minimize the negative impact of his/her absence from school.

We look forward to seeing your child in school on a regular basis. If you have any questions, or if you need to notify us of any extenuating circumstances, that have or will affect your child's attendance at school, please feel free to contact your child's building principal so that we can ensure that your child has a successful school year.

Sincerely,