

MVMS Attendance Procedures

Absences:

When your child is absent from school, please be sure to call our attendance hotline at 538-5692 by 10:00 a.m. on the day of each absence. This call must be made by a parent or legal guardian. Please be aware that, per district policy, 12 absences within a school year are considered "excessive". If it is suggested by a physician that your child stay home from school due to illness, please be sure to obtain a medical note and turn it into the attendance office upon the students return to school. It is recommended that all medical notes be processed within 5 days upon your child's return to school. This will assist us in accurate record keeping. Absences that are cleared with a medical note do not count towards the district's "excessive" absence policy.

Late Arrival:

Late arrivals are considered tardies. Five tardies per school year is considered excessive. Upon students' arrival, students must report to the attendance office accompanied by a parent/guardian or a note written by their parent/guardian. All tardies accompanied by a doctor note will be excused.

Early Release:

If it is deemed necessary that you pick your child up from school before dismissal time, please be sure to send the student with a note to the attendance office before school, so that we have time to process your request.

If you have any questions or concerns, please don't hesitate to contact Deb Nunez, MVMS Attendance Clerk, at dnunez@powayusd.com or 538-5478 ext. 3104.

