

September, 2018

RE: Student Absence and School Notification

Dear Parents/Guardians:

The Washington Township Board of Education has implemented a plan to help school personnel and parents/guardians know, in a relatively short period of time, the whereabouts and safety of students who are reported absent on a given morning. The plan requires a verification call to the home (or emergency telephone number), if we are not notified of an absence. School personnel will verify the absence of a student on the first day of the absence.

We are asking for your help in reporting the information either by phone or note. Please call the school between 8:15 a.m. and 9:00 a.m. to report the absence of your child. In lieu of calling, you may send in a note with a sibling or another student; this will greatly help by minimizing the number of calls that will have to be made.

If the school is not notified of a child's absence, parents/guardians will be contacted at their home/work numbers provided or through the emergency telephone number indicated on the student's school record. Please ensure that your child's school is provided with accurate and up-to-date emergency contact information at the beginning of the school year and whenever there is a change in your home, work, or emergency contact phone numbers.

Thank you for your help in the implementation of this verification plan.

Sincerely,

Joseph Bollendorf Superintendent of Schools

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The mission of the Washington Township Public Schools is to provide a safe, positive, and progressive environment that provides opportunity for all students to attain the knowledge and skills specified in the NJ Student Learning Standards at all grade levels, as to ensure their full participation in an ever-changing world as responsible, self-directed and civic-minded citizens.