

Room 224 Attendance & Absence Procedures

CLASS GOAL: to maintain attendance rate of 95% or higher every month

1. Attend School EVERY DAY!
2. After an absence, please fill out an Absence Excuse Note and send it with your child the day they return to school OR write your own note
 - Be sure to sign and date the note
 - Be sure to list the reason for the absence
- Schedule Doctor appointments before 8:10 or after 2:30 pm
 - If a student misses a whole day, it hurts our attendance rate!



By keeping up with Attendance Absence Excuse Notes, it will help the school meet attendance goals and MORE IMPORTANTLY it will greatly improve the academic success of your child.

Students are rewarded in the classroom for bringing absence notes in to school on time.

If the student brings an Absence Excuse Note...

- the day after the absence = 5 Potter Pride Tickets
- 2 days after the absence = 2 Potter Pride Tickets
- 3 days after the absence = 1 Potter Pride Ticket
- more than 3 days after the absence = a high-five & a smile

Students can use the tickets to enter the School-Wide Raffle to win prizes. There will also be certificates and other prizes & parties that students with perfect attendance can qualify for!!

I will write reminders on Homework Logs. I will text reminders. I will sometimes make phone calls about Absence Excuse Notes.

Please help us be the best-attended classroom in the school this year.

If you have any questions or concerns, please don't hesitate to contact me.
symyers@philasd.org 717.333.5391 (text message preferred; no calls after 9pm please!)