

Greetings Parents and Guardians,

We would like to thank you for the strong start to the school year. As parents and guardians, you are important partners in providing a quality education for each and every child at D. Newlin Fell, and that begins with students being at school on-time everyday. Please review the attendance and truancy policy. The district-wide changes for the 2015-2016 school year are highlighted in bold.

Arrival and Lateness:

- School begins at 8:30. Anyone who comes in after 8:30 is marked late.
- Breakfast is served from 8:00-8:25. This is at NO COST to you, and every student is eligible. Students will not receive breakfast after 8:20. They need 5 minutes to eat.
- Students who are not in this catchment but who attend due to special circumstances, i.g. temporarily displaced, residing in shelters, receiving DHS services, etc, can be transferred to their neighborhood school if they are chronically late or absent as that impacts their education.
- **NEW SCHOOL DISTRICT LATENESS POLICY FOR 2015-2016- Students who arrive after 10 are marked as a ½ day unexcused absence. Two ½ day absences will equal a full day absence.**

Early Dismissal:

- There are no early dismissals after 2:45.
- We do a staggered dismissal, but all children must be picked up by 3:09. The school can call the Philadelphia Police if students are not picked up. Please call the school if you are in an emergency situation and can not pick up on-time that day.
- **NEW DISTRICT-WIDE POLICY FOR 2015-2016- Students who leave before 1:00pm are marked as a ½ day unexcused absence. A note must be sent in to mark it as excused, but it will remain a ½ day absence. Two ½ day absences will equal a full day absence.**

Absence:

- A note must be received within 3 days for an absence to be excused.
- Please note that vacations are not considered excused absences by the School District of Philadelphia, nor the State of Pennsylvania. Any educational trip must be approved in advance of the trip by Principal Ashe.
- Please note that weather issues and sibling illness are not considered excused by either the School District of Philadelphia, nor the State of Pennsylvania.
- **NEW DISTRICT-WIDE POLICY FOR 2015-2016- Handwritten notes for illness are only accepted for the first 9 absences. Any absence after that needs a note from the doctor. We may call the doctor's office to verify child was seen.**

Truancy:

- Students will be referred to Truancy Court at the 10 unexcused absence.
- **Two ½ day absences will equal a full day absence.**

Being at school on-time everyday positively impacts your child(s) education and behaviors. In addition, students who are on-time everyday have a wider selection of schools to choose from during the high school selection process.

Please sign the Attendance Pledge and contact me if you have any questions.

-B. Meyers, MA
School Counselor
Attendance Designee
D. Newlin Fell Elementary School