

ABSENTEE ALERT

The **Lakeridge ABSENTEE ALERT** program alerts parents when their children are not present at school and there has been no notification of the absence from parents or guardians. The PTA feels this program is essential for the safety of all our children. No one wants to find out at 3:30 p.m. that a child who left the house at 9:00 a.m. has not been seen at school.

To make this program work, we need special effort from both the parents and volunteers.

If your child will not be at school at 9:15 a.m. when the teachers take roll (even if your child will only be a few minutes late), please call:

LAKERIDGE ABSENTEE ALERT LINE: 236-3376

between the hours of 4:30 p.m. - 9:30 a.m. (If the voicemail system is full, or you need to call during school hours, call the Lakeridge Office: 236-3415.) Please leave the following information:

~ Your name

~ Your child's name

~ Child's teacher

~ Reason for absence/tardiness

In lieu of calling the Absentee Alert Line, you may send a note to the school office with a sibling or neighbor. Please remember to indicate how long your child will be absent.

If there is a child with an unconfirmed absence, a school staff member will call the child's home between 10:00 and 10:30 a.m. If the volunteer cannot reach a parent or guardian at home, the staff member will then call a parent or guardian at work. **Please remember to update the School office with any changes in phone numbers.**

The Lakeridge Absentee Alert program will be in effect for all students. If, for any reason, you do not want to be included in this program, or do not want to be contacted at work, please fill out the form below and return it to the school office. Thank you.

All Lakeridge students are automatically included in the Absentee Alert program. **Please fill out this form only if you do not want to participate in the Absentee Alert Program or if you do not want a parent or guardian called at work if no one can be reached at home.**

_____ I do not want my child(ren) to participate in the Absentee Alert Program

_____ **Please do not call child(ren)'s parent or guardian at work if no one can be reached at home. (Please list an alternate number, if applicable: _____)**

Signed: _____ Date: _____

Children's names, teachers' names, and room numbers:

