

## K-12 ABSENCE INFORMATION

To report a student absence, please call the South Range Absence Call Off Line: 330-549-4085 Option #2. Parents are required to report all absences including when the student will be arriving late and/or leaving early. A signed parent note or medical excuse stating the date(s) and reason(s) for the student absence should be presented when the student returns to school. Without a valid note, the absence will be unexcused. For early dismissal, a note from the parent stating the reason and time for early dismissal shall be presented at the *beginning of the day*. Students must be picked up in the office by the parent or pre-approved adult.