

ALTA LOMA ELEMENTARY SCHOOL

"Home of the Lobos"



Sherri Hedges, Principal

Tienne Anderson, Assistant Principal

9750 North 87th Avenue, Peoria, Arizona 85345 Phone 623-412-4575 Fax 623-412-4584

August 10, 2015

Dear Lobo Parent/Guardian,

As we have mentioned in previous communications, good attendance and on-time arrival are key behaviors that lead to high student achievement. Last school year there were 5,826 tardies, excused and unexcused. This has increased by 4,182 compared to 2013-2014, and continues to be a large number of students who have missed 5 to 60 minutes of instructional time and have disrupted hundreds of other students who arrived on time. Last school year there were 6,585 absences, excused and unexcused. This has increased by 2,421 absences compared to 2013-14 school year! Overall, this is a great improvement from 2004-2005 when we began this initiative with 8,646 absences, but we are still looking for fewer daily absences school-wide.

Our goal is to achieve 100% of our students to arrive on time every day but we know there are occasional family "emergencies" such as sickness or car trouble which make it difficult for you to make it on campus on time. We also believe that the number of tardy students we have each day, many of them "repeat offenders", is unacceptable. Therefore, we are continuing our program that imposes consequences for excessive tardies. On the back side of this letter you will read more about our C.U.T.S. attendance program. We will recognize classrooms that have high attendance and low numbers of tardy students with traveling trophies and banners during our outside announcements.

All student tardies will be recorded as either "excused" or "unexcused".

Excused tardies will be defined as:

- School related absences –example: NJHS, band event, field trips, etc.
- Medical appointments each will need to be accompanied by a note on medical office stationary. (This may be faxed to us by your doctor's office if necessary at (623-412-4584.)
- Chronic illness; if so, please ask for a "Medical Certification Form" -chronic illness form, so we can keep this on file, as we understand you will need to attend appointments throughout the year or illness may effect attendance.

*Important: Students will be allowed five unexcused tardies each of the four grading quarters, before they will receive disciplinary action within their grade level. *Again, at the start of each quarter all students will begin at zero tardies each new grading quarter –see below.*

Grading Quarter:

- 1st Quarter: August 10-October 9
- 2nd Quarter: October 13-December 17
- 3rd Quarter: January 4-March 10
- 4th Quarter: March 11-May 24

We expect these procedures will encourage students to consistently be on time and reduce the interruptions within the classroom. Thank you for your cooperation and support.

Sincerely,

Sherri Hedges
Principal

Mrs. Tienne Anderson
Assistant Principal