

Shrewsbury Borough School

20 Obre Place
Shrewsbury, New Jersey 07702

Brent A. MacConnell
SUPERINTENDENT

(732)747-0882
Fax: (732)747-7510

September 2, 2014

Dear Parent/Guardian:

As the new school year begins, I would like to take a moment to clarify some aspects of our attendance policy here at SBS. I would also like to thank you in advance for your cooperation throughout the year to inform the school of your child's absences and/or lateness and to provide documentation whenever possible for absences from school. It is important that you call the absence line at (732)747-0882 x. 259 to **report the absence and/or late arrival** of your child.

Please note that calling the school to report a student absence does not make an absence "excused." We rely on the system of parent/guardian reporting to ensure that we have complete accountability for all of our students. If students are not reported as "absent or late", the school will contact a parent/guardian immediately to ensure that no child's safety or well-being is in doubt. While this is an extra step for parents/guardians, it helps to ensure that your child is safe at all times.

According to our policy, a pupil will be considered to have attended school if he/she has been **present at least four (4) hours during the school day**.

According to new guidelines from the Department of Education "N.J.A.C. 6A:16-7.6" the only excused absences are absences for observance of religious holidays and Take Your Child to Work Day. **All other absences are unexcused.**

If you should have any questions about our attendance policy, please contact me directly.

Sincerely,
Brent A. MacConnell
Brent A. MacConnell
Superintendent