

ATTENDANCE at Goldenview Middle School

Notification of Absence

- Please call the attendance line at 348-8626 or e-mail Camille Rogers at rogers_camille@asdk12.org.
 - OR
- Send in a note excusing the absence, if you have not called the attendance line excusing your student.

Morning Tardies:

- We appreciate students arriving to school on time. The first bell rings at 8:10 a.m., and the tardy bell rings at 8:15 a.m. Students are expected to be in his/her classroom by 8:15 a.m.
- Parents must provide a signed note, phone call, or accompany your student to the front office, or your child's tardy will be unexcused.

Blue Pass (Official Pass to Leave School during School Hours):

- Please send a note with your student the day of the appointment to exchange for a Blue Pass. Students shall bring the note to the front office. The student will wait in the office for his/her Parent/Legal Guardian to come into the office to sign him/her out. You may also call 348-8626 to request a Blue Pass well in advance of the appointment. Please plan to give the office at **least 30 minutes' notice**.
- Please avoid making appointments during tests and/or final exams.
- Please come to the front office and sign your student out prior to their departure.

Bus Pass:

- Your student is allowed, to ride a different bus from his/her own if they provide the front office with a note or phone call from his/her parent/guardian.
- Bus pass requests **MUST** be made before 1:00 p.m.

Pre-Approved Absence:

- If you plan to be away five or more days, please complete a Pre-Approved Absence form, which is located in the front office or on the Goldenview webpage and return to the front office one week prior to absence or e-mail to: rogers_camille@asdk12.org.
- Homework and PE make-up pages can be found in the front office as well.

