

September 10, 2013

Dear Parents/Guardians:

As we begin this school year, one of our priority goals is to make sure that we establish an open line of communication with you. In an effort to ensure that our students are on time and ready for learning, our **attendance policy** will be enforced. Please keep in mind that doors open for students at 7:30 a.m. and **classes begin at 8:00 a.m.** In addition, those students who arrive for breakfast will enter through the cafeteria door and check in with the security guard before proceeding to the cafeteria. **Breakfast is served from 6:45 a.m. until 7:45 a.m.** Students who do not eat breakfast at school will enter through the main entrance on Sixth Avenue.

Beginning Monday, September 16, 2013, students that come to school after 8:20 a.m. will be sent to In-School Suspension for the remainder of the school day. Their time in In-School Suspension will be spent doing class work, as all teachers will be required to submit work to students. Students that are sent to In-School Suspension three (3) times in a marking quarter will not be permitted to school until a parent conference is held with an administrator. Students who continue to violate the attendance policy will be subject to change of placement to the Second Chance Alternative School for attendance violation.

Students that report to school after 8:40 a.m. will not be permitted into the building unless escorted by a parent or guardian, or with a legitimate physician's note. Students that report to school with a note from a licensed physician will be required to report to the school nurse for a follow-up and clearance from both the physician and school nurse. Again, students that violate this policy will be subject to disciplinary actions which may ultimately resort to the student failing for the marking quarter or even the school year.

As we partner with you, we want you to realize how serious we are about educating your children. However, we cannot possibly educate your children unless they are here in school ready to learn.

It is in the best interest of each student at A.C.H.S. that we enforce this policy. Please feel free to reach out to me with any questions and/or concerns. I look forward to our continued partnership in transforming the lives of your children.

Educationally yours,

Rashon L. Mickens  
Principal

RM:lh