

Kay Coe
Principal



Mindy S. Predmore
Assistant Principal

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Dear Families,

As you know, attendance in school is vital to your child's academic progress. Pine View Elementary, as well as the District, is working diligently to raise our attendance rates. We want to ensure that everyone is aware of the District School Board of Pasco County's attendance policy. This policy, from the Student Code of Conduct, is highlighted below.

All elementary, middle and high school students who are absent will be marked "unexcused" ("U") until the parent/guardian notifies the school in writing and justifies the absence.

•Failure to do so within three (3) school days will cause the absence to be recorded as "unexcused".

•In the case of excessive or extended absences, upon request of the principal or designee, a parent must provide documentation (doctor's statement) of a student's illness.

The intent of this letter is to remind you of the importance of good attendance and the written absence documentation requirement within the three day time period. Please ensure that the documentation has the required information (*date, first and last name, student number, dates of absence, and the reason for the absence*) so that we may excuse absences in a timely manner.

If you have questions about our attendance procedures, feel free to contact the front office at 813-794-0600.

Thank you,

Kay Coe

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