



F a r m i n g d a l e S c h o o l

Building Learners and Leaders



49 Academy Street
Farmingdale, New Jersey 07727
www.farmingdaleschool.com 732-938-9611 @FSDVikings

April 5, 2019

Dear Parent/Guardian:

As we move into spring, it seemed fitting to send a friendly reminder about absences and absence notes.

- ❖ When your child is going to be absent, please notify the school in the morning by either calling the school (732-938-9611) or emailing Mrs. Farrell in the main office: (janet.farrell@farmingdaleschool.com).
- ❖ A written note from the parent/guardian stating the date and reason for absence is required for any day your child is not present. This can be a handwritten note, email, or the form downloaded from the website under the Virtual Backpack tab. If you choose to notify us of the absence in the morning via email as indicated above, you may also include the reason for the absence and that will count as your written note.
- ❖ **A doctor's note is only required when the absence exceeds five consecutive days**, and it should indicate the date the student has medical clearance to return to school.

Absences can only be excused if a written note is submitted. It is not too late to submit notes for any of this year's absences. Absences lacking notes or taken for reasons outside of those stated in Regulation 5200 will remain unexcused. Letters regarding excessive unexcused absences that count toward truancy will be issued in the coming weeks.

Yours in education,

Edith Conroy
Superintendent