



**LAKEHURST SCHOOL DISTRICT
LAKEHURST ELEMENTARY SCHOOL**

301 UNION AVENUE, LAKEHURST, NEW JERSEY 08733
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www.lakehurstschool.org

Mrs. Loren B. Fuhring
Superintendent

Dr. Clifford Barneman
Assistant Superintendent

Mrs. Stephanie Rucci
Vice Principal

September 6, 2018

Dear Parent(s)/Guardian(s):

In cooperation with the Family Crisis Intervention Unit of the Ocean County Family Court, this school participates in a program that seeks to address the problems of tardiness and unexcused absences. When a child is late for school, the work of the rest of his/her class is disrupted, negative attention is brought upon the child, and school records must be adjusted. When a child misses school, he/she must work harder to keep up with the class and important socialization opportunities can be lost.

1. All students in grades K-8 will enter the building at 8:00 a.m. and be in their homeroom by 8:10 a.m. Students will be considered late if they arrive after that time.
2. Promptness and attendance to class is extremely important. Continued tardiness or absence from class on the part of any student will be viewed as a serious matter. The New Jersey Administrative Code requires that a student who is late to school for any reason, except for school bus lateness, must be marked late in our official attendance registers, and be subject to discipline procedures.
3. Three instances of unexcused tardiness will equal one unexcused absence for the purpose of calculating unexcused absences for application of Board Policy No. 5410 on promotion. N.J.S.A. 18A:36-14; 18A:36-15; 18a 36-25 et seq. N.J.A.C. 6:20-1.

Please note that if your child is late more than three (3) times in a two-week period or he/she is absent more than three (3) times without a valid written excuse or phone notification from a parent/guardian, a referral may be made to the Family Crisis Intervention Unit. If the tardiness or truancy continues, you may be required to attend a meeting with a school official and a court representative. If the problem persists, court action may be taken.

We ask for your cooperation in seeing that your child arrives at school, on time every day, ready to work. Our intent is not to be punitive, but to impress upon both parents and students the importance of good attendance and timely arrival at school. Thank you for your attention to this matter.

Sincerely,

Mrs. Loren B. Fuhring
Superintendent