

# **Ervinton Elementary School**

**195 Ervinton Circle**

**Nora, VA 24272**

**(276) 835-8423 office**

**(276) 835-8796 fax**



**Principal: Karen Martin**

**Guidance: Joann Neece**



DICKENSON COUNTY PUBLIC  
SCHOOLS  
ATTENDANCE REGULATIONS KG—8

Absences

Please sign and return to the school.

Dear Parents and Guardians,

All of the faculty and staff at Ervinton Elementary School are eager and excited to begin what promises to be the best year ever. This year is going to be amazing as we continue to provide academic experiences for our students that are rigorous, relevant, and help them build relationships while making real-world connections. As your Principal, it is important to me that everyone who steps through our doors-teachers, students and parents-are excited to be here! This attitude enables us to meet the challenges of academic excellence in a positive, fun, and nurturing environment.

Attendance is a must! Students can suffer academically if they miss 10 percent of school days. Studies show students who miss too many days in pre-K, kindergarten and first grade can struggle academically in later years. Reading and math fundamentals are missed. In VA, missing 10% of the school year is considered CHRONIC. The state does not recognize EXCUSED/UNEXCUSED. Absences are absences. The school does legally also have to address truancy attendance issues. This is when the excused/unexcused/tardiness/check-outs are considered.

We ask the parent/guardian to join with us to work hard to continue the legacy of success established by Ervinton Elementary. We will continue to build strong relationships with parents, students and community partners.

In order to emphasize good behaviors and good attendance, if your student is referred to the office more than 3 times during the year, or has missed 10% of the school days, the student will not be eligible to participate in the end of the year field trip. There may be extenuating circumstances that may be taken into account by the Principal and the Attendance Committee.

Student name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

(Failure to return this form will result in the student being ineligible for the end of the year field trip.)

In promoting good behaviors and attendance,

Karen. A. Martin, M.Ed, CAA, Principal

kamartin@dcps.k12.va.us

# DICKENSON COUNTY PUBLIC SCHOOLS

## ATTENDANCE REGULATIONS KG—8

### Absences

Students are expected to be in school every day. Parents/Guardians are expected to contact their child's school on the day of the child's absence to inform the school of that absence.

Parents/Guardians are encouraged to notify the school of pre-arranged appointments as soon as the date of such appointments is known. When such notification is made, the parent/guardian need not contact the school on the first day of the absence. For any reason, **a written note providing the dates of and reasons for the child's absence is required from the parent/guardian within three days of the child's return to school.** The purpose of this note is to determine whether or not the student's absence is excused or unexcused. This note will be maintained until the end of the school year for documentation purposes.

### Tardiness/Check-outs

A student arriving late to school or leaving early from school will only be excused for the following reasons; illness, prearranged appointments, family death or emergency religious observances, or other extenuating circumstances. **Any combination of three (3) unexcused tardies or check-outs will count as one (1) unexcused absence for the purpose of supporting the mandatory attendance law.** Any combination of ten (10) unexcused tardiness or check-outs will result in a referral the attendance committee. The attendance committee will confer with the parents/guardians to determine the circumstances surrounding the unexcused tardiness or unexcused check-outs and develop a corrective action plan as appropriate. When a student accumulates more than six (6) unexcused absences in an academic year the attendance officer/superintendent's designee will enforce the provisions of the Code of Virginia §22.1-258 by either or both of the following: (i) filing a complaint with the juvenile and domestic relations court alleging the pupil is a child in need 262, as described in File: JED, of the Dickenson County Public Schools Policy Manual.

For more information on Attendance please refer to your Dickenson County Student Handbook or [www.dcps.k12.va.us](http://www.dcps.k12.va.us)

**(All information on this page was copied from the student handbook)**

Ervinton Elementary Facebook agreement:

As most of you are well aware, we are living in a world full of technology, including social media. In keeping up with this growing trend we have a facebook page for our school. This page is currently being used by the school to inform parents of events at school, the lunch menu, and so on. Pictures / Video will be taken during the school year here at school. Your child could be posted throughout the school year. We do limit the use of names when posting to facebook. By posting a picture or Video to facebook, we cannot guarantee your child's privacy. These picture and or videos can be shared by others on the internet and we have no way to control that. If you wish that your child **NOT** be published it is very important that fill out the bottom portion of this letter. By checking that you request that your child **NOT** be published, no information, including pictures and or videos will be posted on the internet. Because the county paper is also a form of social media your decision will also include it.

You may call the school if you have any questions or concerns.

Thank you

Student's name \_\_\_\_\_

\_\_\_\_\_ I give Ervinton Elementary and Dickenson County Schools, permission to use my child photo or video on social media.

\_\_\_\_\_ I give permission to publish photo/video but not my child's name.

\_\_\_\_\_ I request that my child **NOT** be published on social media.

\_\_\_\_\_  
(Parent / guardian)



## **What to do in the morning drop off**

All students are to be dropped off at the stairs leading to the cafeteria door next to the office before 8 am. After 8 am you will need to park and escort your child and or children into the building at the main office to be checked in. Students are dismissed from the cafeteria at 8 am, class starts at 8:15. Students that are late and aren't escorted in the building by an adult, will get marked as an unexcused tardy.



## **What to do in the afternoon pick**

An announcement for students that are parent pick-up will be made at 3:05 this is done after bus 24 has loaded at 3:04. Students that are parent pick-up will dismiss from the first floor double doors at the awning to their parent (parents do not need to exit their car)

All parents are ask that you not come to the office to pick up your child after 2:45 unless it is an emergency. Please follow the parent pick-up procedure. Any students that are checked-out early with the reason "home" will be marked with an unexcused check-out.

***Any combination of three (3) unexcused tardiness or check-outs will count as one (1) unexcused absence for the purpose of supporting the mandatory attendance law.***