



Summit View Academy

5006 Madison Pike

Independence, Kentucky 41051

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Mrs. Lesley Smith, Principal

Mrs. Andrea Krumpelman, Assistant Principal

Mrs. Julie Pouncey, Assistant Principal

Mrs. Carrie Holloway, Associate Principal

Mrs. Kelly Cassidy, Associate Principal

August 10, 2015

Dear Parent/Guardian,

The Kenton County School District's attendance policy can be found in The Code of Expected Behavior and Conduct. All families will receive a copy of the Code of Expected Behavior and Conduct by the first week of school.

Excused attendance events include illness, physician visits, funeral/death of immediate family and court appearances. Parent notes are accepted for up to a maximum of nine (9) events per school year.

The following statement has been added to the attendance policy. A physician's statement must state the date(s) the student was unable to attend school. After the tenth (10) regular medical excuse note (doctor's note) the parent/guardian must have a Medical Excuse Form completed by the physician. Note: 1 doctor's note that covers 3 days will equal 3 doctor's notes to cover 3 attendance events. The office will provide you with the Medical Excuse form if the need arises.

Parents/guardians are responsible for all notes which are due upon return to school.

When a child receives 3 or more unexcused attendance events, schools are required to involve parents/guardians in the Kenton County School District's truancy program. This program includes receiving communication from Summit View Academy and possibly the Kenton County District Attorney and may result in court action.

Sincerely,

Lesley A. Smith, Principal