Attendance and Late Arrivals

Regular and prompt attendance is proven to be a key ingredient of academic success. However, if your child will be absent or late, please follow the procedure below.

Parents must call in an absence before 8:30 am on the day of the absence. When leaving a voicemail message, please state the day, your name, the name of the student, and the reason for the absence.

Elmwood Elementary School
708.452.3558 - During Office Hours (8 am - 4 pm, Monday to Friday)
708-583-6260 - Before or after office hours (voicemail)

John Mills Elementary School
708.452.3560 - During Office Hours (8 am - 4 pm, Monday to Friday)
708-583-6288 - Before or after office hours (voicemail)

When do I keep my child home from school?

Regular and prompt attendance is a key ingredient of academic success. However, some circumstances require children to stay home from school, such as:

» **Fever**: Keep your child home if they have a fever (temperature of 100°F or greater). Keep your child home for a period of 24 hours after the fever has passed, without fever-reducing medications.

» **Vomiting or diarrhea**: Keep your child home for 24 hours after the symptoms have stopped.

» **Undiagnosed rash**

» **Communicable diseases**: (such as strep throat, influenza, chicken pox, measles, etc.): Keep your child home for a period of 24 hours of antibiotic treatment or after the contagious period for the illness is over.

» **Pink eye** (conjunctivitis)

» **Head lice infestation** (live head lice)
When will my child be sent home from school?

» **Fever** of 100°F or greater

» **Vomiting or diarrhea:** Your child must be kept home for 24 hours after the symptoms have stopped.

» **Unidentified rash**

» **Communicable diseases suspected** (pink eye, strep throat, chicken pox, impetigo, whooping cough, etc.)

» **Injury or illness** requiring medical attention

» **Head lice infestation**

» **Other ailments** as decided upon by the nurse and parent/guardian

**B.A.S.E.C.**

B.A.S.E.C. (Before/After School Extended Care) is a program that offers before- and after-school care for children whose parents require extended childcare. This is offered onsite at both elementary schools for children in grades K - 5. Enrollment is limited for this fee-based program. Please visit our website for more information about BASEC.

www.epcusd401.org/about-us/beforeafter-school-extended-care-basec

**Closings & Emergencies**

Please make sure your phone numbers and email addresses are up to date if they change throughout the year. This allows the district to notify you of severe weather closings and other emergencies.

**Automated announcements:** When possible, a recorded announcement is sent out to all parents and staff through District 401’s automated phone system.

**District Website:** When District 401 is closed as a whole due to severe weather or other emergency, the district will feature an emergency banner at the top of the home page at www.epcusd401.org.