

<p><b>Kelsey School Division Box 4700 The Pas, MB R9A 1R4  Phone: 623-6421</b></p>	<p><b>Code: JED</b></p>
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**STUDENT ABSENCES AND EXCUSES**

ABSENCES

Parents/guardians are required to inform the school of any student absences.

Whenever students are absent with or without parental consent for unacceptable reasons, the principal shall advise the parents of the consequences of non-attendance. If the situation warrants, further absences shall be reported to the Attendance Officer.

ERRANDS

Students shall not be permitted to leave the school grounds to do errands unless authorized by the principal. The principal may permit students to leave the school grounds during school hours provided that notice from a parent is received giving adequate reason for the request.

MEDICAL AND DENTAL APPOINTMENTS

Where it is unavoidable, students may be permitted to keep medical or dental appointments during school hours upon request from the parent or guardian. Such requests should be submitted to the principal.

ILLNESS

Students who become ill during the school day shall report to the general office where they may be assigned to the sick room for temporary rest. Authorization and transportation to return home must be approved by the principal or assistant principal.

