

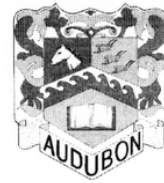


**AUDUBON PUBLIC SCHOOLS  
MANSION AVENUE ELEMENTARY SCHOOL**

**Mansion Avenue  
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www.audubonschools.org**

**Phone: 856-546-4926 Fax: 856-547-1483**

**Bonnie J. Smeltzer - Principal  
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September 6, 2018

Dear Parents/Guardians:

The Absentee Phone Call Program, a program in which we call the homes of those children who are absent from school and have not been called out sick by parents or guardians, will take place again this year. The purpose of this program is to assure your child's safe arrival at school – not to check on the reason for an absence.

It is the responsibility of the parents and/or guardians to call the school if a child will be absent or tardy. If your child will not be in school or will be late for any reason, please call the school at (856) 546-4926. Dial '1' when prompted by the voice mail system to report the absence.

Please leave your child's name, class (including teacher's name), and a brief message on the voice mail. Notifying the school of an absence via the voice mail system helps the schools ensure students' safety and allows us to make only necessary calls. Your cooperation in this matter will help this program run smoothly.

Due to the enacted "Tabitha's Law" in New Jersey, students are automatically added to our phone call list for absences. Parents /guardians are required to tell the school when their child is absent. If you do not contact us, we will use the contact information you have provided to call you. The Absentee Phone Call Program will take effect immediately.

If your child comes to school late (after 8:35 AM), they are to report to the office with a note signed by you so the attendance sheet can be changed from "Absent" to "Late."

Please, in the interest of your child's safety, remember to call the school when your child will be absent or late.

Sincerely,

Bonnie J. Smeltzer  
Principal

For more information on "Tabitha's Law," please go to the following web address:  
[http://www.njleg.state.nj.us/2012/Bills/PL12/75\\_.HTM](http://www.njleg.state.nj.us/2012/Bills/PL12/75_.HTM)