



# Patchogue-Medford School District

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August 2021

RE: Attendance Policy

Dear Families:

School attendance is a major factor in academic success. In an effort to encourage good attendance, New York State requires that all school districts develop a Comprehensive Attendance Policy. This policy must include certain required elements.

One requirement is that parents/guardians must be provided with a summary of the policy on a yearly basis. That summary is enclosed.

The second requirement is that parents/guardians must sign-off on the form provided and return to child's school by September 17, 2021.

If you are interested in a complete copy of the policy or have additional questions, please contact the school principal.

Sincerely,

Donna Jones, Ed.D.  
Superintendent of Schools

/rl  
Enclosure

### 2021-2022 Comprehensive Attendance Policy Sign-Off

Child's Name \_\_\_\_\_ School \_\_\_\_\_

I have read and understand the Patchogue-Medford Comprehensive Attendance Policy.

Name \_\_\_\_\_ Date: \_\_\_\_\_  
Parent's/Guardian's Signature

Name \_\_\_\_\_  
Print Parent's/Guardian's Name