

Reporting the Absence of a Student

Parents are required to notify the SCHOOL OFFICE each day their child will be absent.

A voice message may be left on the main phone line – 630-719-5865, anytime between 4pm and 8am.

When leaving an absence message, please give the student's name and grade, the date and reason for the child's absence.

If a student is absent and the office has not been notified by 9:30am, the office will begin to phone the names designated on the Student Information Form.