

POLICY

NORTHVALE
BOARD OF EDUCATION
PUPILS

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5230 LATE ARRIVAL AND EARLY DISMISSAL

From time to time compelling circumstances may require that a student be late to school or dismissed before the end of the school day.

The school shall be notified in advance of such partial absences by written request of the student's parent/guardian, which shall state the reason for the late arrival or early dismissal. Justifiable reasons shall include:

1. Medical or dental appointments which cannot be scheduled outside of school hours;
2. Medical disability;
3. Family emergency;
4. Such good cause as may be acceptable to the Administration.

No student shall be permitted to leave the school before the close of the school day unless met in the school office and signed out by a parent/guardian or a person authorized by the to act in their behalf.

A record shall be kept indicating the legal custodian of each student. Such custodian shall be responsible for informing the Administration of any change in the student's custody. If one parent/guardian has been awarded custody of the student in a divorce, the other parent/guardian shall present to the Administration a letter authorizing him/her to accompany the child from school before the child may be released. It is the responsibility of the parent/guardian with custody to inform the school that such authorization will be required.

N.J.A.C. 6:20-1.3

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