

High School District 214
2121 South Goebbert Road
Arlington Heights, Illinois 60005
847-718-7600 | www.d214.org

## REPORTING DAILY ABSENCES

If a student is absent from school, a parent/guardian needs to call the attendance office to report the student's absence. Authorized calls will be accepted by the attendance office up to 24 hours following the absence. In the event a call is made after 24 hours, the absence will be considered unauthorized. Failure of a parent/guardian to call will result in the absence being considered unexcused. Appeals may be made to the division head for student success, safety and wellness. Actual reasons or valid cause should be given for absences to be considered excused.