

# INTERMEDIATE SCHOOL 303

Herbert S. Eisenberg

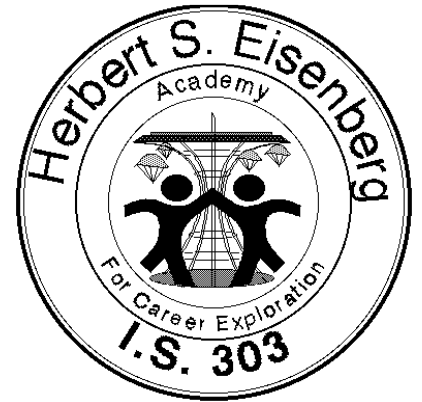
ACADEMY FOR CAREER EXPLORATION

*High Expectations, Children First, No Excuses!*

Carmen N. Amador-Rosales, Principal

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Dear Parents/Guardians

Lateness Policy:

It is important that parents take responsibility for ensuring your child/children are on time for school. Being prompt contributes to a sound educational, well-organized environment for your child/children on a daily basis. Promptness also helps instill a proper attitude towards school and minimizes disruptions. Parents, please teach consideration to others and promote a positive attitude by assuring your child's promptness. Children who arrive late disrupt the learning of classmates as well as the efforts of the teacher. Each time a student arrives late, they must report to the main office to sign the late book. In addition, each lateness will be documented on their report cards. After a third lateness, a meeting with the student, parent and school professionals will be arranged. The purpose of the meeting will be to ensure all parties involved are aware of the policy and the effects it has on the student and school. If the meeting doesn't result in an improvement pertaining to your child's promptness, other protocols will be followed.

It's very simple, BE ON TIME!

Thank you,

Evan Rabinowitz  
Assistant Principal