

## **Policy for Requesting Missed Assignments Due to Absence**

- Students must be absent for a minimum of three (3) school days to request missed assignments.
- If your child has been absent for at least three (3) days, please contact the office by calling 682-6610 to place your request.
- Requests made by 9:00 A.M. will be ready after 3:00 P.M. the same day.
- Requests made after 9:00 A.M. will be ready after 2:00 P.M. the next day.