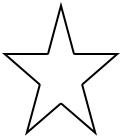




# Important



If your child is being dismissed differently from their normal routine, you must provide the teacher with a note in the **morning**. If the teacher does not have a note the student will be dismissed as per their normal routine.



When your child is absent, you must send a written note as to why your child was out to the classroom teacher the next day.



If your child is to be picked up from school, the After-school Program or any school activity, you must be prompt. If you are more than **10 minutes** late, your child may be picked up at the Ludlow Police Department.