



Please follow the procedures below for reporting your child's absence.

1. Call the absence telephone number, 630-420-6387, before 8:15 AM on the day of the absence.
2. A voicemail system is used, so please be ready to provide the following information:
 - a. Date of absence
 - b. Your child's name (Please spell last name)
 - c. Your child's teacher
 - d. Reason for absence
3. If the absence is anticipated to be more than one day, please call the health office (630-420-6387) between the hours of 9:00 AM- 2:00 PM and discuss the matter with the Health Technician.

If a child is absent and we have not received a call, we will attempt to reach you by calling the phone numbers listed on file.

Children should remain home after an illness until he/she is healthy enough to return, **fever free for 24 hours** and able to participate in all school activities. This includes outdoor recess. It is important that your child wear the proper clothes for outside play time, weather permitting.

Thank you!

