

 **Absences and Contacts**

Please inform the school office whenever your child will not be in schoool. If you go on vacation for several days/weeks, please let the office and me know in advance. We need to know this information for the safety of your child. Snoqualmie Elementary has a line specifically for reporting absences. Please try to call as soon as you know your child will not be in school.

**I ask that you first call the School Absence Line as soon as you know your child will be absent.** The front office checks these and then marks it on our computerized attendance list so they too know your child is home and accounted for. You can leave a message at this number any time of day or night.

The following numbers and e-mails should assist you in reporting your child's absence.

* **Snoqualmie Elementary School Absence Number: (425) 831-8046**
* **Catherine Heinz School E-mail: catheinzses@gmail.com**
* **Catherine Heinz School Phone Number: (425) 831-8053**



**Thank you!**