



Dear Parents,

Assalamu alaikum. We have noticed that not only are students in the elementary grades arriving late to school, but also parents are not calling the office and are instead just dropping the children off in front of the building and leaving. Having students arriving late teaches them at a young age not to respect time. In addition, first block in grades K-5 is Reading and Language Arts, subjects that are very important for students, so it is not advisable for students to miss any part of it. Also, routine is extremely important for students, and when they miss the morning and daily routine the rest of their day is affected.

According to the above, we are requesting parents to call the school if the child will be late and to give the school valid reasons for the excused tardy. Reasons such as oversleeping, the alarm not going off, or encountering bad traffic are not considered valid excuses for excused tardies on a daily basis.

Starting Monday, October 24th, if any student accumulates more than three unexcused tardy, parents will be called for a conference to try to discuss different solutions to bring students on time. As we understand that coming to school on time is shared responsibility between the parents and their children, we do not want the child to carry the full responsibility and receive a consequence for coming tardy to school. Therefore, parents' cooperation is required to bring children to school on time. We might be forced to deduct participation points in the Reading and Language Arts classes to reflect that the student is not attending class on time and missing participation opportunities. In addition, most bell work receives a grade; thus, if a student miss bell work, the points can be deducted from his or her grade.

I hope you understand the importance of bringing your child/ren to school on time, and I hope and pray to Allah that we will not be forced to use any of the above to enforce the importance of promptness to school. The first class starts at 8:20am, and students are required to be at school by 8:15am in order for them to start class on time. If your child is late, you are asked to come in the building and sign in the student. Please do not drop off your child in front of the building and leave.

Our pre-school/pre-K program is academic; therefore, students need to be on time for their daily routine. In addition, when they are late they disrupt the rest of the class because the teacher needs to explain to the tardy student what he/she missed and what they need to be working on. Pre-school/pre-k parents will be called for a conference after three unexcused tardies.

If you know that we can help you in any way to bring your child on time, please let the office staff know. Thank you for your understanding and cooperation.

Respectfully yours,

Dr. Gomaa, principal