



October 27, 2023

Hello Soldan families,

I hope this letter finds you well. Students are expected to be punctual, in their first class of the day, and ready to start the school day at 7:10 am. Students arriving after 7:10 am are late for school and disrupt the learning environment. Parents/guardians are encouraged to support their student's timely arrival. A parent or guardian must call the main office at 314-367-9222 to report that a student will arrive late to school.

I would like to inform you of an important change to our school's attendance policy that will take effect on **October 30, 2023**. **All students arriving at school after 8:30am must have a parent or guardian sign them in the main office, phone calls and emails will not be accepted.** This change has been made with the best interests of our students' academic progress and to help ensure a safe and productive learning environment for all.

We understand that this change may require some adjustments to your morning routine. We understand that each family's circumstances are unique, and we are committed to working with you to ensure your student's success. If you anticipate any challenges adhering to the revised attendance policy, we encourage you to reach out to our school administration team to discuss your specific situation and explore potential accommodations.

Thank you for your cooperation and understanding as we implement this change. We remain committed to providing a safe and nurturing environment for all our students, and we believe this new sign-in procedure will contribute to achieving this goal. Thank you for your continued partnership, working together to develop students who are successful in their personal and professional endeavors as we prepare them for an ever-evolving global society. It starts with being in school on time every day.

Sincerely,

*Azalia Carter*

Dr. Azalia Carter

*Principal*

Soldan International Studies High School