DIMMICK APP

HOW TO REPORT AN ABSENCE

Strong attendance is essential to the success of every student. The Illinois State Board of Education now requires the District to report student absences. **Parents must contact the school office either by phone or app to report absences before 9:00 a.m. or the student will be marked "unexcused."**

If the child has a communicable disease or an absence lasting 3 or more consecutive days, a note from a physician is required to return to school. Students may not participate in after-school activities on days they are absent unless authorized by the Superintendent.

If a student is going on a family vacation while school is in session, parents are required to notify the office by phone or in writing in advance of the absence. We encourage parents to avoid scheduling vacations while school is in session. When a student is absent from school, they will be given the work to be made up when they return.

Option 1:
Call the school office @ 1-815-223-2933.
Answering service is available.

Option 2:
Log into the **Dimmick App** > Choose **Report an Absence** in Rooms > **Click on "report an absence"** link > complete form > submit.

Doctors Notes:
Doctors notes can be faxed to 1-815-223-0169, turned into the office or if absent can be uploaded through the app in the report an absence form.

