

ATTENDANCE PROCEDURES ~ Wintonbury

Research has proven that students thrive when school attendance is valued and supported at home. Preschool is not too young to begin to instill a commitment and responsibility to participate in school on a daily basis.

Wintonbury is a full day program.
Students attend 5 days a week from 8:40 a.m. - 2:20 p.m.

It is very important for children to attend school every day and to arrive and be picked up on time. Children are more connected when they start their day with their peers.

Arrival: 8:40 a.m. - 8:55 a.m.
Dismissal: 2:20 p.m. (and no later than 2:35 p.m.)

To assist families with barriers that may interfere with attendance, any child at risk of being absent for 10 days or more in any school year may be referred to the school social worker. You can expect the school to monitor your child's attendance. You will receive a call at 3 days missed and a letter at 7 days missed. The goal is to help build and sustain positive attendance habits early!

What do I do if my child will be absent?

Notify the main office when you know that your child will be absent or before 9:00 a.m.

Notify us by calling 860-769-5510 (Opt. #2 for the attendance voicemail box) or by emailing at wecmsattendance@blmfld.org.

When calling, press #2 for the attendance phone. Leave a message with your child's name, room number or teacher, and a detailed reason for the absence. When emailing include the same information.

If we don't hear from you, we will call or email you to verify the absence.

What if my child is absent for multiple days?

Please follow the steps above for reporting your child absent for each day they are absent unless you know in advance that the absence will be for an extended time. Upon returning to school after an extended absence of three or more days, children must have a written explanation by a parent/guardian or doctor. *For example: a vacation or extended absence due to non-illness will require notification to school by the parent or caregiver. An extended absence related to an illness may require a doctor's note or written parent explanation.*