



# West Carleton Secondary School

R.R. #2, 3088 Dunrobin Road, Dunrobin, Ontario K0A 1T0 Tel: (613) 832-2773 • Fax: (613) 832-0412

Dear Student:

There is a close relationship between academic success at school and regular attendance. For this reason both teachers and parents continue to encourage young people to be serious about their attendance and to avoid being late. Schools are expected to record student attendance in an official register.

It is the policy of this school that parent or guardians be kept aware of student absences through the regular reporting process. The school also expects students who have been absent to return to school with a note from parents.

On reaching the age of majority (18 years) you may wish to assume the responsibility for providing these notes for explanation to the school. Reaching the age of majority does not exclude the expectation that students will follow all school rules.

As an 18 year old living at home you may wish to continue to have the support of your parent(s). That support includes communication between West Carleton Secondary School staff and your parents. Please choose an option below and sign in the appropriate place.

Yours truly,

Colleen Taylor / Jonathan Cappello  
Vice-Principal

I hereby grant permission for West Carleton Secondary School staff to communicate with my parent(s).

\_\_\_\_\_  
Student's Name **PRINTED**

\_\_\_\_\_  
Student's Signature

I do not grant permission for West Carleton Secondary School staff to communicate with my parent(s)

\_\_\_\_\_  
Student's Name **PRINTED**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent's Name **PRINTED**

\_\_\_\_\_  
Parent's Signature

Telephone:

Home: \_\_\_\_\_ Work: \_\_\_\_\_ Other: \_\_\_\_\_

## **Ottawa Carleton District School Board**

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