 GIBSON-NEILL MEMORIAL ELEMENTARY SCHOOL

 67 Wyngate Drive, Fredericton, NB E3A 6G1

 Tel: (506) 453-5429 Fax: (506) 444-4942

<http://gnmes.nbed.nb.ca>

 Principal Vice Principal Vice Principal

 Mrs. Sherry Norton Graham Mrs. Heather Theriault Ms. Julie Holt

Dear Parents/Guardians,

We will be using an automated system to call homes for **safe arrival starting in October**. When a student does not come to school and the teacher doesn’t know why, the student is marked **unexcused** **absence**. An automatic phone call will be sent to the phone number provided by you, at 9:10 a.m. to let you know that your child is absent. This will greatly speed up the time for you to receive a call because all calls will happen at the same time.

**What to do if you receive an automated call?**

You can listen to the message and then call 453-5429 to let us know that your child is home safe with you. We will change **unexcused absence to excused absence** in the data base.

**Why are we using School connects for safe arrival?**

Currently, the administrative assistants make the phone calls home, which can take up to 2 hours each morning. With School connects, all homes will receive the call at 9:10 making it more timely.

**What happens if your child was sent to school but you received a call from school connects?**

Call the school to let us know, office staff will check with the classroom teacher and let you know right away that your child is in the class. This mistake can sometimes happen if a child is late and the attendance is already inputted. It is difficult to change the attendance when teachers are in the middle of a lesson. The important thing is to know your child is safe and where they should be.

**What time is attendance taken?**

The entry bell rings at 8:05 and students enter the building. O’Canada and classes start at 8:25 which is when the attendance is taken and inputted into the data base. Children entering the building after 8:25 need to sign in and the administrative assistance will change your child from unexcused absence to present.