How do I pick them up early from McCallum?

Parking is limited and our school is very spread out. We want to make the process of picking up your child early as simple as possible. Here is the easiest way to pick your child up early for an appointment:

1. <u>Send a note the day before</u> the anticipated absence with your student. We can only accept notes from the parent/guardian listed in our system. If you do not send a note prior then a parent guardian on the pick up list MUST come inside w/ ID to check out at the front desk.

The note should include:

- -Reason for leaving
- -Time leaving
- -Student ID#
- -Parent/guardian phone number
- -Parent/guardian signature
- 2. Your student should take the note to the office before school (or at their earliest convenience).
- 3. Your student must check out via Raptor in the main office.
- 4. After checking out your student may be picked up by the flagpoles.
- 5. If the student will return to school the same day, they will need to check back in via Raptor in the main office.

*Excuse notes may be turned in online using the following link:

https://docs.google.com/forms/d/1lsQz6F-n_j9CsSyBkdk_472AmPDTCm_fJrMX3J6gXil/

*For more information on our attendance policies please visit our attendance page at https://mccallum.austinschools.org/department/attendance

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