



AUBURN • CHARLTON • DUDLEY • NORTH BROOKFIELD • OXFORD • PAXTON  
RUTLAND • SOUTHBRIDGE • SPENCER • WEBSTER  
**Southern Worcester County Regional Vocational School District**  
**BAY PATH REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL**  
57 OLD MUGGETT HILL ROAD  
CHARLTON, MASSACHUSETTS 01507-1331  
(508) 248-5971 - (508) 987-0326  
FAX (508) 248-4747

Mr. Clifford Cloutier  
Principal

August, 2016

Dear Parent/Guardian:

In an effort to improve communication between the school and parents, the administration would like to remind and encourage parents to call the school to verify the absences of their child. Calls can be made to the school before 7:00 a.m. by calling **508-248-5971 or 508-987-0326** and leaving a message on **extension 1600**. After 7:00 a.m., you can leave a message with the secretary in the Main Office. This is necessary in order to prevent truancy without the knowledge of the parent.

Even though you call your child in sick, your child still must bring in an absentee note to verify their absence on their return to school and turn it into the Main Office. **If your child has a medical or other appointment during a school day, the absence will only be excused if the school receives a note from the doctor within three days.** These notes do not exempt your child from school work assignments or excuse the day from the total days absent.

If we do not receive a phone call from the parent, school personnel will call the home to verify the student's absence. When the school calls the home and there is no answer, the student will be considered truant unless the parent telephones the Main Office to verify legitimacy of the absence.

Respectfully,

Clifford C. Cloutier  
Principal

CCC/rma