

Wapakoneta High School

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IMPORTANT ATTENDANCE INFORMATION

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Dear Parent/Guardian:

At Wapakoneta High School, one of our greatest priorities is ensuring that all our students arrive safely to school each and every day. As a part of our safe arrival process, a daily absence check is conducted by office staff and often involve:

- Checking phone messages left by parents regarding absences for students.
- Phoning parents whose child is absent but no notification has been made to the school.
- Recording all absences in the attendance system.

This process can be inefficient and time consuming for school and parents. Wapakoneta High School will be using a new, more efficient student absence reporting system. This new system will reduce the time it takes to verify student attendance making it easier for you to report your child's absences and easier for staff to respond to unaccounted student absences. This new absence reporting system is called **Safe Arrival**. This will allow parents to report their child's absence quickly and conveniently in one of three ways:

1. **Parents can call into an automated interactive telephone system via a toll free number: 1-844-305-3754 through which absences can be reported.**
2. **Parents can log into a website, wapak.schoolconnects.com to authenticate their Portal account to report absences.**
3. **Parents who have authenticated their accounts and have either an iOS or Android device can download an app that can be used to report absences.**

***Please note: A pin number can be set up to ensure the parent/guardian is the only one with access to your child's account.**

The system is available 24 hours/day, 7 days a week. Future absences can be reported at any time.

In addition, we will also be using an automated notification system to contact parents who have not reported their child absent. The automated notification system will contact parents at multiple contact numbers until one of the designated contacts is reached. If our system is unable to reach a designated contact, the office staff will follow up.

By reporting your child absent in advance using the Safe Arrival system, you **WILL NOT** receive a call.
Please report absences by 9:00 a.m.

Thank you for your patience and cooperation!

Scott J. Minnig