



June 2017

Dear Ivymount Families,

As one school year comes to an end, we are busy preparing for the start of the next. The 2017-18 school year will commence on Monday, July 10<sup>th</sup>. In preparation for the new school year, **ALL** Ivymount families (both new and returning) are asked to review the enclosed information and complete and return **ALL** forms before students return to school on or before July 10<sup>th</sup>.

Please review the **2017-18 Family Handbook** which contains all school policies and procedures [many of which are required by the Code of Maryland Annotated Regulations (COMAR)], as well as providing general information for students and families.

Of special note are the sections on:

- Health/ Medication Policies, including new sun safety policy (Handbook page 23)
- Positive Behavior Policies and Procedures, updated (Handbook page 28)
- School Administration Contacts (Handbook page 39)

Please be sure you have reviewed and understand the Attendance Policy regarding excused and unexcused absences (Handbook pages 11-12). It is important for your child to attend school every day, and all absences need to be reported each day your child is absent. Many school jurisdictions are requesting weekly attendance reports and are requiring attendance meetings with parents for excessive absences. **Non-attendance is a placement issue.** You may report an absence by email: [attendance@ivymount.org](mailto:attendance@ivymount.org) or by calling the front office at: 301-469-0223.

We require **one current email address and one phone number that can receive text messages** on file for a parent or guardian in order to effectively communicate with you about situations that may occur, as well as to provide timely information about events, information and requests from Ivymount. *Ivymount News* (e-newsletter) is distributed via email every Tuesday to all parent emails we have on file. If you are not receiving this communication, please send an email to: [communications@ivymount.org](mailto:communications@ivymount.org).

We look forward to another school year. We value the role of the parents in our Ivymount community and thank you for your continued support and involvement; our team is stronger with your participation.

Sincerely,

Susan Holt  
School Director

Amy Alvord  
Education Director