



Chattahoochee Elementary Attendance

School Hours



- 7:10 AM – Building open for student arrival
- **7:40 AM – School Start Time**
After 7:40 AM students are tardy & an adult must sign them in at the front desk.
- **2:20 PM – School End Time**
- 11:50 AM – Early Release Dismissal Time



Attendance Support

Track your child's attendance through Parent Portal at campus.forsyth.k12.ga.us.

After 5 unexcused absences, caregivers will be notified and additional support actions may take place.

If there are reasons prohibiting your child from coming to school, contact your child's teacher or school counselor.

K-2 Counselor: RRead@forsyth.k12.ga.us

3-5 Counselor: CGabbert@forsyth.k12.ga.us

How to Notify of Absences



If your child is absent, contact their homeroom teacher and submit a Digital Absence Form.

Excusing Absences

Submit a written note, email, fax, or Digital Absence Form within 5 school days of the absence. Messages sent in Class Dojo can not be accepted as an excuse note.

Early Check-Out

For an early check-out to be excused, an excuse note must be received within 5 school days.

To be counted present for the day, students must remain at school until 11:00 AM.

No check-outs after 2:00 PM.



Is my child too sick for school?



A child should stay home if:

- Fever (100.4 or greater) within the last 24 hours
- Vomiting and/or diarrhea within the last 24 hours
- Child has a frequent, persistent cough
- Child has a persistent pain (stomach, ear, etc.)
- Child has a widespread rash
- An antibiotic was prescribed– The student must be on the antibiotic for 24 hours (or longer if directed by a physician) before returning to school.

Chattahoochee Health Support

School Nurse: Louisa Holcomb, RN
Phone: 770-781-2240 ext. 150421
Email: Lsholcomb@forsyth.k12.ga.us



Clinic Hours: Monday–Friday, 7 A.M.–3 P.M.

Keep In Mind:

Most health concerns need to be discussed with your child's pediatrician to determine if an office visit is needed.

If your child has frequent complaints of pain that cause school absence, consider the possibility that your child is avoiding school. Bring this to the attention of the child's doctor.

Children who don't have a fever and only have a mild cough, runny nose or other cold symptoms can be sent to school.

Please visit:

www.forsyth.k12.ga.us/Page/56024 for more FCS student health information.