



THE PUBLIC SCHOOLS OF BROOKLINE  
LAWRENCE SCHOOL  
27 FRANCIS STREET  
BROOKLINE, MASSACHUSETTS 02446  
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WARREN L. BLAIR  
Principal

LAURA F. HORST  
Vice-Principal

Dear Lawrence Families,

Starting February 6, 2017, Lawrence will begin using an automated phone system to notify you if your child is absent or tardy. If your child will be tardy or absent please call 617-879-4343 and leave a message by 8:00am on the automated line.

Please note that if your child is absent or tardy you will get a call *even* if you have already phoned the school to excuse him or her. Notifying the parent or guardian even when the child has already been excused is simply an extra layer of caution. This supports us in maintaining our safe, just and caring community to ensure our students are safe.

Making sure you know if your child is marked absent is a matter of safety and these automated calls allow us to notify you more rapidly and ensure all calls are completed in a timely matter.

Lawrence is actually the last of the Brookline elementary schools to add the automatic calls as all the other elementary schools have already started using them. We are adding this feature later than others because I wanted to make sure I vetted this change with our Faculty Council and School Council (or add in whoever you did this with) prior to starting the calls.

These absence and tardiness calls will typically be made between 9:00 a.m. and 9:30 a.m. each day.

In keeping with our renewed emphasis on making sure every child is ready to start the day, we will also let you know if your child is tardy. Please plan to be in the building by 7:50am when hallways open. This allows students to be at their classroom door and ready for instruction at 8:00am. If you do get notice that your child is tardy this alerts you to talk with your child and support them in getting to school on time.

Please let me know if you have any questions about this new way we are keeping parents informed. I have added a few frequently asked questions below including exactly what the automated phone calls will say.

Sincerely,

Warren Blair, Principal