



Attendance Pointes



Mountain Pointe is a CLOSED campus. Students may not leave campus during school hours without a parent/guardian contacting the front office.

Request an Off-Campus Pass

CALL IN ADVANCE!

If you call 30+ minutes ahead of the student's departure time, your wait time on campus is drastically reduced.

- **Dial (480) 759.8449** (Parent/Guardian only)
- **Enter ext. 50690**

After message & tone, please clearly state the following information:

- Student ID Number
- Spell the student's last name, then the first name
- Your name and relationship to the student
- Time of departure
- Reason for departure
- Time student will return
- Student must check in at front office upon return

Sick Student?

If a student is not feeling well, they should report to the Nurse's office. If the student needs to be sent home, the Nurse will notify a parent/guardian. Students should not call and arrange to be picked up from school by their parent/guardian without seeing the nurse.

Report an Absence

- **Dial (480) 759.8449** (Parent/Guardian only)
- **Enter ext. 50689**
then select:
 - 2 – to report an absence for **grades 9 or 10**
 - 3 – to report an absence for **grades 11 or 12**

After message & tone, please clearly state the following information:

- Student ID Number
- Spell the student's last name, then the first name
- Reason for the absence
- Your name and relationship to the student
- Date of absence
- Periods missed
- Phone number where you can be reached

Late to School?

When a student is dropped off late for school, a parent/guardian must sign the student in at the front office (*please use visitor parking in the front lot - do not park along the curb*).

If the student is late due to a doctor's appointment, s/he can show a doctor's note in lieu of a parent/guardian signature.

