



# Clovis North Educational Center Attendance Office Information Sheet

To clear absences please call the **ATTENDANCE HOTLINE** at 327-5066 24 hours a day. All absences should be cleared within 24 hours of absence. Absences longer than 3 days in duration require a Doctor's note upon students return to campus.

**TARDY PASSES** - Please call 327-5000 [Option 0] for Campus Receptionist. Parent Notes WILL NOT be accepted and student is subject to discipline.

**OFF CAMPUS PASSES** - Please call in **ALL** requests for passes to 327-5011 at least [1 hour] PRIOR to pick-up to avoid delays. Phone calls will not be made to classrooms during class time for student retrieval. If student is aware of appointment please send them to front office to pick up pass to present to teacher.

Homework requests for absences more than 3 days please call the counseling office before 8:30am for homework pickup at end of the day. Homework requests for under 3 days please refer to your **ZANGLE** Parent Connect to email request directly from Teachers.

[Clovis North Educational Center](#)

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559.327.5090