

**Release policy:**

- 1) **\*\*Parent or Guardian may send a note with student the morning of releasing with the following information: date, release time, reason, parent name, number and signature. \*\***
- 2) Parent or Guardian must bring their ID to attendance windows. (Please be aware It does take time to get the student out of class)
- 3) Parent or Guardian may call 714-626-3822 with 30 min notice and **speak with an Attendance Clerk** to release. **Voicemails left will not release a student.**

**Past 3 day notes:**

Absences need to be cleared within 3 days. To clear absences, parent or guardian may call our 24 hour message line (714-626-3809). If the absence is not cleared within 3 days, please send in a note with your student. All notes received after 3 days will be reviewed by the Assistant Principal in charge of attendance to review. A parent or guardian that has a student with excessive absences may lose the right to have absences excused via personal note. Only exception would be documentation that would include a note from a doctor/physician, a court appointment for the student, religious events or a death in the immediate family.

**Fullerton High School  
Attendance Information**

**To Clear Attendance:**

English- (714) 626-3896

Spanish- (714) 626-3835

**To Have A Student Released:**

English- (714) 626-3822

Spanish- (714) 626-3835

**Please note:** We DO NOT release students via voice message.

If you would like your student released during the day for an appointment, please send a signed note to the Attendance Office **before** school on the day of the appointment.

**Fullerton High School  
Información de Asistencia**

**Para Justificar Asistencia:**

Ingles - (714) 626-3896

Español - (714) 626-3835

**Para dejar salir a un estudiante:**

Ingles - (714) 626-3822

Español - (714) 626-3835

**Tenga en cuenta:**No dejamos salir estudiantes sobre mensajes.

Si quiere que salga su estudiante durante el dia por una cita, por favor mande una nota firmada por usted con su estudiante a la Oficina de Asistencia **antes** de escuela (el dia de la cita)