



Lawrence  
Academy

## STUDENT LIFE

### SIGN-OUTS, ABSENCES & CONTACT INFORMATION

Dear parents, thank you for sharing your child with us! The trust that you put in us is never taken for granted. We fully realize the enormity of our responsibility and the obligation that we have to maintain a safe and healthy home away from home for your child. Below is a brief outline of the attendance and sign-out process. If you have any questions, don't hesitate to contact any member of the student-life team.

- All WEEKDAY absences or sign-outs must be called in by a parent (978-448-1518), e-mailed by a parent (deans@lacademy.edu) or submitted IN PERSON by the student to the Office of Student Life or the OD.
- All WEEKEND absences from the residential program must be submitted by the student through their Veracross student account by 12:30 PM on Thursdays.
  - For a parent view of the weekend sign-out process, click [HERE](#).
  - For student instructions on how to complete the weekend sign-out process, click [HERE](#).
- You can reach a live member of the Lawrence Academy faculty 24/7 by calling the faculty member on duty (OD) at 978-758-7896.

Sincerely,  
Andrew Healy

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