



# Larkin High School Attendance Protocol

## What should I do if my student is sick or can not go to school?

- All absences must be reported by a parent or guardian on or before the day of the absence.

*Report absences conveniently to:*

Phone: 847-888-5200 extension 5175 ; Email: [larkinattendance@u-46.org](mailto:larkinattendance@u-46.org)

## What should I do if my student is going to be late for school?

- All requests for late arrival must be reported by a parent or guardian on or before the day of the late arrival.

*Report late arrivals conveniently to:*

Phone: 847-888-5200 extension 5175 ; Email: [larkinattendance@u-46.org](mailto:larkinattendance@u-46.org)

## What should I do if my student needs to leave school early?

- All early release requests must be requested with at least 2 hours advance notice by parent or guardian.
- Inform time for students to leave.
- Inform method of transportation, walk, drive or pick up.
- Inform who will be picking up. Must be authorized by an adult.

*Request early release conveniently at:*

Phone: 847-888-5200 extension 5209 ; Email: [larkinattendance@u-46.org](mailto:larkinattendance@u-46.org)

Due to the high volume of calls per day please **leave a message** at the extensions above. All messages will be addressed that day.

Email, [larkinattendance@u-46.org](mailto:larkinattendance@u-46.org), is a very efficient way to communicate with the attendance office. Email enables us to send parents a receipt of your message, or contact you with any questions. Email is very clear and has less opportunity to misunderstand information or instructions. Email can be used for all communications with the Attendance office.

Any other questions please contact Attendance Secretary, Mrs. Elayne Kelley at 847-888-5200 extension 5209 or the attendance email, [larkinattendance@u-46.org](mailto:larkinattendance@u-46.org).

## Larkin Attendance Contact

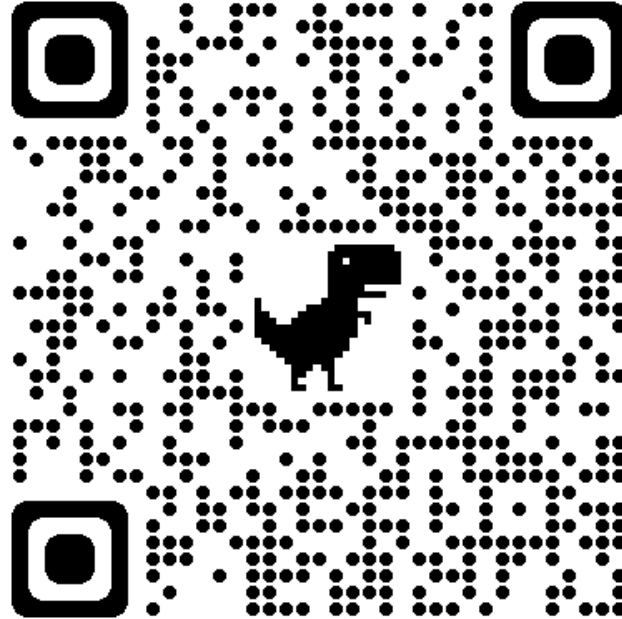
All Day absence: 847-888-5200 x 5175

Late Arrival: 847-888-5200 x 5175

Early Release: 847-888-5200 x 5209

Attendance Email: [larkinattendance@u-46.org](mailto:larkinattendance@u-46.org)

# Infinite Campus Parent Portal



If you are having difficulty with your username or password, please try using ALL CAPS, or you may reset your password. Call Help Desk 847-888-5000 x4295!

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## Looking for your student's schedule?

SELECT A STUDENT

Welcome [Name]

Notifications  
You have no notifications. [See More](#)

**Aiden**

- Calendar >
- Schedule
- Attendance >
- Health >
- Fees >
- To Do List >
- Reports >
- Demographics >
- Family

**Course Schedule**

= Click on Class Name for Current Assignments and Scores  
 = Click on Teacher Name for Email

	Term T1 (08/17/15-11/06/15)	Term T2 (11/09/15-02/12/16)	Term T3 (02/15/16-05/25/16)
AM	<input checked="" type="checkbox"/> 2RHRGE0-113 2nd* Homeroom VanLaningham, Sheryl Rm: 113	<input checked="" type="checkbox"/> 2RHRGE0-113 2nd* Homeroom VanLaningham, Sheryl Rm: 113	<input checked="" type="checkbox"/> 2RHRGE0-113 2nd* Homeroom VanLaningham, Sheryl Rm: 113
Midday	<input checked="" type="checkbox"/> 2RBEGE0-113 2nd Behavior/Support Learning VanLaningham, Sheryl Rm: 113	<input checked="" type="checkbox"/> 2RBEGE0-113 2nd Behavior/Support Learning VanLaningham, Sheryl Rm: 113	<input checked="" type="checkbox"/> 2RBEGE0-113 2nd Behavior/Support L VanLaningham, Sheryl Rm: 113
PM	<input checked="" type="checkbox"/> 2RLAGE0-113 2nd Literacy VanLaningham, Sheryl Rm: 113	<input checked="" type="checkbox"/> 2RLAGE0-113 2nd Literacy VanLaningham, Sheryl Rm: 113	<input checked="" type="checkbox"/> 2RLAGE0-113 2nd Literacy VanLaningham, Sheryl Rm: 113