

Intradistrict Communication

DATE: November 12, 2024

TO: Principals and Assistant Principals

FROM: Michael Anderson, Associate Superintendent
Travis Hamblin, Director of Student Services
Michelle Reyes, Attendance/Prevention Specialist, Student Services

SUBJECT: Thanksgiving Break Resources to Communicate with Families

Emphasizing the Value of Regular Attendance

The 2024-2025 school year is well under way with the holiday season rapidly approaching. Although we are seeing less interruptions from serious illness, than in recent years, schools are still struggling with high levels of chronic absence (missing 10% or more of school for any reason). **Some students and families are still redeveloping the routine of regular attendance** following the Pandemic, making it more important than ever to support the rhythm of attendance through the holiday season. **We can take advantage of every opportunity to emphasize the lifelong value of regular attendance for student's learning, social and emotional development and achievement while also offering empathy and support to students and families.**

Schools that use a series of actions that promote the habit of regular attendance to help students avoid absences leading up to and following our seasonal breaks experience better attendance results. The following actions will assist in your attendance efforts this holiday season:

- Send out a [letter \(Spanish\)](#) to families prior to Thanksgiving and again in the weeks leading up to the [winter recess \(Spanish\)](#).
- Let families know the dates for the break and when school will resume. Use the resources below to get the word out using email, social media, school and teacher newsletters, and Parent Square.
- Plan special events for the last day before the break and/or the first day after the holiday break to welcome students back to school. Utilize teachers to message families on Parent Square and remind them of when school will resume.

Premade Resources to Communicate with Families



English-
[Thanksgiving Reminder](#)
[Facebook Post](#)
[Instagram Post](#)

Spanish-
[Thanksgiving Reminder](#)
[Facebook Post](#)
[Instagram Post](#)

Questions? Contact Michelle Reyes at michelle.reyes@jordandistrict.org or 801-567-8205.