

## Notification of Sickness

If your child is sick and unable to attend school, please notify the school by calling between 7:30-7:50 (0251 – 510 5000). The administrative office will then inform your child's class teacher.

Please be aware that you are obligated to report contagious diseases. More information can be found at [http://www.gesetze-im-internet.de/ifsg/\\_6.html](http://www.gesetze-im-internet.de/ifsg/_6.html).

With ongoing or permanent illnesses, it is not necessary to notify the school every day. As soon as your child returns to school, he or she should give a short excuse note to his class teacher. (A special excuse process applies to students in the Oberstufe).

If a student in the Oberstufe is sick on the day of a class exam, he or she must call the school before the exam begins and, upon returning to school, must provide a doctor's certificate excusing his/her absence. Otherwise, the missed exam will be considered unexcused (and thus cannot be rescheduled).