

Excusing Student Absences

Dear Paul W. Bell Middle School Parent/Guardian,

Please remember that if a student's excuse for being absent does not meet the criteria set forth in the school board attendance policy for excused absences, or if the parent(s) fails to report and explain the absence(s) within three days, the student's absence will be considered unexcused. Parents have three ways to submit an admit.

- Via the Parent Portal or Mobile App
 - A link will be available via the Parent Portal and M-DCPS Mobile App for parents to submit admits directly to the school. Through the app, parents will be able to submit attachments and documents. Parents will need to provide the student's M-DCPS seven-digit number when using the STUDENT ATTENDANCE EXCUSE ADMIT Web Application. See links below directions.
 - [How to Submit an Excused Admit for an Absence via the Mobile App.pdf](#)
 - [How to Submit an Excused Admit for an Absence via the Parent Portal.pdf](#)
- Via email to the school's attendance resource mailbox.
 - Parents can send an email directly to 6041attendance@dadeschools.net stating the cause for the absence and attach documents. The email must include the Student's Full Name, MDCPS Student Seven-Digit Identification Number, Date of Absence, and the Reason for the Absence.
- In-Person
 - Parents who wish to submit documentation in person, may do so at the school's attendance office.

We thank you for your assistance and support. If you have any questions, please contact the main office.

Paul W. Bell Middle School