

HAWTHORN MIDDLE SCHOOL SOUTH

600 North Aspen Drive • Vernon Hills, Illinois 60061

Phone (847) 990-4100 • Fax (847) 816-9259

<http://mss.hawthorn73.org>

Robert Natale
Principal

Jamie Kahn
Assistant Principal

IMPORTANT PHONE NUMBERS

BUILDING OFFICE HOURS: 7:00 AM – 3:30 PM

Students may enter the building when morning supervision begins at **7:15 AM** or when their bus arrives. The only exception allowed for early arrival would be if other arrangements have been made with a teacher or administration. All early arrivals must report to the office before entering the building.

MAIN SCHOOL NUMBER:

For assistance, please contact our Office at the school main number.

847-990-4100

ATTENDANCE LINE:

Call your child in each day **before 9:00 AM** to report a late arrival, out for illness or family emergency. Include your student's name, homeroom teacher, and reason for the absence including any specific symptoms. On the second day of your child's absence a homework request maybe made. Homework requests need to be mentioned while reporting your child's absence. Five consecutive days of absence requires a doctor's note.

847-990-4119

NURSE'S OFFICE:

For assistance regarding health services or dispensing of medication, please contact our school nurse.

847-990-4118