



Los Angeles Unified School District
Coeur D'Alene Avenue Elementary School
810 Coeur D'Alene Avenue
Venice, California 90291
Phone: 310-821-7813



Alberto M. Carvalho
Superintendent of
Schools

Dr. Denise Collier
Region West
Superintendent

Danielle Grasso
Principal

April 15, 2024

Dear Parent/Caretaker,

The annual Take Our Children to Work Day will be recognized on Thursday, April 25, 2024. This year's theme is Inspire 2 Aspire. This event is an opportunity for children aged 8 to 18 to learn about the world of work, the challenges and rewards their parents/legal guardians/educational rights holders face, and how the schoolwork students do today will help them achieve their goals.

If you are planning to participate in the event with your child aged 8 to 18, please return the completed School Notification and Parent/Legal Guardian/Educational Rights Holder Responsibility Letter (Attachment B) to your child's school by Monday, April 22, 2024. Please be aware that students are expected to make up missed assignments. We encourage you to bring your children to their school for part of the day, so they do not miss a full day of instruction. Your child's participation will be recorded as an "excused absence" if a completed School Notification of Participation and Parent/Legal Guardian/Educational Rights Holder Responsibility Form is submitted to the school by **Monday, April 22, 2024**.

If your employer recognizes *Take Our Children to Work Day* on an alternate date, submit the completed form within 10 days of your child's intended absence. Your cooperation is greatly appreciated.

Sincerely,

Principal Grasso

PS - Paper copies are available in the Main Office.

**SCHOOL NOTIFICATION OF PARTICIPATION AND PARENT/LEGAL
GUARDIAN/EDUCATIONAL RIGHTS HOLDER RESPONSIBILITY FORM IN TAKE
OUR CHILDREN TO WORK DAY**

Take Our Children to Work Day will be recognized on Thursday, April 25, 2024, as an opportunity for students between the ages of 8 and 18 to learn about the world of work, the challenges and rewards their parents/legal guardians/educational rights holders face in the work setting, and how effort and achievement in school can help youth reach their goals. If you wish your child participate in this event, please complete this form "School Notification of Participation and Parent/Legal Guardian/Educational Rights Holder Responsibility." Students are expected to make up missed assignments. Absences will be recorded as "excused" if a completed form is submitted to the school within 10 days of their absence. Parents/legal guardians/educational rights holders are encouraged to bring their child to their school for part of the school day so they do not miss a full day of instruction. Complete a form for each child that you wish to participate.

COMPLETE AND RETURN TO YOUR CHILD'S SCHOOL

Name of Student	
School	
Teacher/Room/Grade	

I understand the conditions of participation in Take Our Children to Work Day and assume full responsibility for my child's participation. My child is expected to make up any missed work. Their participation will be recorded as an excused absence when this completed form has been submitted to and received by the school administrator within 10 days of their absence.

Name of Parent/Legal Guardian/Educational Rights Holder	
Signature of Parent/Legal Guardian/Educational rights Holder	
My employer is honoring <i>Take Our Children to Work Day</i> on (insert date)	
My child will spend the day at the following location (name of firm or organization)	