



From: \_\_\_\_\_  
(Parent's signature)

Student's Name: \_\_\_\_\_ in \_\_\_\_\_  
(grade)

On \_\_\_\_\_, CHECK ALL THAT APPLY:  
DATE

\_\_\_\_\_ is tardy due to \_\_\_\_\_

\_\_\_\_\_ is returning to school after an absence of \_\_\_\_\_ day(s)  
Date of Absence(s) \_\_\_\_\_

due to \_\_\_\_\_

\_\_\_\_\_ will be absent due to \_\_\_\_\_

\_\_\_\_\_ Early Dismissal Time: \_\_\_\_\_

Reason: \_\_\_\_\_

\_\_\_\_\_ will be taking the bus today

\_\_\_\_\_ will **NOT** be taking the bus today

\_\_\_\_\_ will be picked up by \_\_\_\_\_

\_\_\_\_\_  
(Relationship)

\_\_\_\_\_  
(Phone)

at \_\_\_\_\_ am/pm on \_\_\_\_\_

\_\_\_\_\_ will need to go to afterschool care

\_\_\_\_\_ will NOT need to go to afterschool care

\_\_\_\_\_ other \_\_\_\_\_

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**WRITTEN EXCUSES ARE REQUIRED FOR ALL ABSENCES.**