



Reason for Absence Note



My child _____ was absent on _____ as a result of:

Date: _____

Please check the reason that applies to your child.

_____ Illness (The school reserves the right to require medical confirmation of illness in the case of chronic or lengthy absences---beyond 5 days.)

_____ Death in the Family

_____ Medical, Professional or Legal Appointments (that cannot be scheduled after school hours)

_____ Religious Observance (required by the tenets of the faith)

_____ Family Emergency (explain) _____

_____ Other Educational Experience

(A detailed description of the learning experiences had by the student must be attached.)

_____ Hospitalization (explain) _____

_____ Court Appearance _____

_____ Other: _____

Parent/Guardian Signature _____

Excused Absences include illness, death in the family, medical, professional or legal appointment, religious observance, family emergency, other educational experience, hospitalization and court appearance.

Unexcused Absences include any absence where written notification of the reasons defined under excused absences is not received within three days of the absence or absences due to reasons not listed under excused absences.

(For school office use only)

Date Received _____ Excused Absence _____ Unexcused Absence _____

Comments: _____



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