

## Student Absence Note

**Student Name: (First & Last name):** \_\_\_\_\_

**Please Circle Grade Level:**    EE    Pre – K    Kinder    1<sup>st</sup>    2<sup>nd</sup>    3<sup>rd</sup>    4<sup>th</sup>    5<sup>th</sup>

**Dates absent from school:** \_\_\_\_\_

**Reason for absence from school: (Other than sick or doctor appointment, you must give brief description or it will automatically be unexcused)**

- Sick
  
- Doctor appointment (please attach doctors note)
  
- Religious holiday (Name of holiday) \_\_\_\_\_
  
- Death in the family (Relation) \_\_\_\_\_
  
- Personal family reason (Must give brief explanation or attach a note) \_\_\_\_\_  
\_\_\_\_\_
  
- Other (must leave brief explanation) \_\_\_\_\_

**Phone number:** \_\_\_\_\_

**Parent / guardian Signature:** \_\_\_\_\_

**Date signed:** \_\_\_\_\_

**Transportation after school (everyday):** \_\_\_\_\_