



A Note to School

Today's Date: _____

Name of Student _____

Date(s) of Absence: _____

Is late because: _____

Was absent because:

_____ Illness (after 3 days, doctor note needs to be attached)

_____ Medical or Dental Appointment

_____ Death in Family or Funeral

_____ Religious Observance

_____ Family Emergency (Explain: _____)

_____ Court Related

Parent/Guardian Signature: _____

Phone Number: _____

Parent/Guardian Comments: _____

Staff Use Only:

Note accepted by: _____

Staff Signature/Date

All notes are forwarded **daily** to Family Service Staff.