

**Have you received a copy of new ABSENCE NOTES Booklet?
If not, the school office has extra copies.**



Absence Note
for

.....
(Family Name)

.....
(First Name)

This note is for an absence that:

has occurred

will occur

It covers school days from/...../2017 to/...../2017

Late:am/pm

Partial absence: *time of departure* am/pm - *time of return* am/pm

The reason for the absence is

.....

Date signed:/...../2017

Signature:

(Parent/Guardian)