



Rankin County School District

TRADITION OF EXCELLENCE

THE LEARNING CENTER

200 School Road  
Brandon, MS 39042  
601.824.0334

# ABSENCE EXCUSE FORM



Date: \_\_\_\_\_

Child's Full Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Teacher: \_\_\_\_\_

Was unable to attend school on: \_\_\_\_\_  
DATE(S)

Due to: \_\_\_\_\_

Illness: \_\_\_\_\_  
SPECIFY TYPE

Other: \_\_\_\_\_  
DETAILS REQUIRED

Cell #: \_\_\_\_\_ Parent / Guardian: \_\_\_\_\_  
SIGNATURE

Daytime #: \_\_\_\_\_

Note: The Rankin County Student Handbook states:

## EXCUSED ABSENCES

“These written notes must be received on the day of return to school if the absence is to be excused. After (3) excused absences per nine weeks based on parental notes, a doctor’s excuse will be required for excusing an absence.” After the third absence, please attach doctor’s note to this form

## UNEXCUSED ABSENCES

... “Any student who has accumulated 5 unexcused absences during the school year will be reported to the truancy officers.”