

How to call in your student's absence



1.



Call 707-437-2070 ext. 3200

- a. Name of Student- First and Last Name
- b. Teacher
- c. Grade
- d. Reason for Absence
- 2. Email <u>rdillard@travisusd.org</u>, with all the information stated above.



3. Send a note with your student to drop off to the admin office, with all the information stated above.

*Please email your students teacher for any homework requests.

**If you know your child will be missing more than 3 school days please complete an independent study form at the front office.

For further questions call 707-437-2070.