



HIGH SCHOOL ATTENDANCE
EARLY DISMISSAL FROM SCHOOL

If it is necessary for a student to leave school during the day please complete this form and submit it to the Attendance Office.

A Parent or Guardian can request a student's early dismissal in person at the Attendance Office and be signed out.

Student's legal name/grade _____

Today's date _____

Specific reason & time leaving _____ Time returning _____ Not returning _____

Signature of parent or guardian _____

Print name of parent or guardian _____

Telephone # and email where parent or guardian can be reached for notification
