

A Note to School — WCES



Today's Date _____

To (Teacher) _____

From (Name of Parent/Guardian) _____

My Child (First & Last Name) _____ Grade _____

is returning to school after being absent on (dates) _____
because (reason for absence) _____

will need an early dismissal on (date) _____ at (time) _____
because (reason for dismissal) _____
and will be picked up by _____

will be a parent pick-up on (date) _____ at 3:10 p.m.
by _____

will be riding bus # _____ to (physical address/bus stop)

For the following dates: _____

Signature of parent/guardian _____

If questions please call me at _____