



WANDO HIGH SCHOOL ATTENDANCE FORM

Per district policy, phone calls and emails will NOT be accepted for attendance purposes.
Students should bring this form to the attendance office before 8:30AM
on the day of their appointment to receive their early dismissal pass.

NO EARLY DISMISSALS AFTER 3:00PM

STUDENT'S LEGAL NAME: _____ DATE: _____

REASON FOR ABSENCE (CHOOSE BELOW):

PARENT NOTE – DATE(S) ABSENT: _____ TIME(S): _____

EARLY DISMISSALS – MODE OF TRANSPORTATION: PICK UP STUDENT DRIVING WALKING

Written explanation of the reason for the absence(s).

NURSE DISMISSAL – TIME OUT: _____

MEDICAL/DENTAL APPOINTMENT – A medical note is required in order to be excused.

APPT. TIME: _____ TIME OUT: _____ RETURN TIME: _____ NOT RETURNING:

FUNERAL – Relationship to Student _____ DATES ABSENT: _____

RELIGIOUS HOLIDAY – DATES ABSENT: _____

Parent/Guardian Name (Print): _____

Parent/Guardian Signature (MUST BE HANDWRITTEN): _____

Phone Number to Confirm Dismissal/Absence: _____

Email to Confirm Dismissal/Absence: _____

Forgery of any school documents, including parental notes, will be punishable to the fullest extent permitted under the Student Code of Conduct.

Please return to the Main Attendance Office

Questions? Please email wando_attendance@charleston.k12.sc.us