



Rankin County School District

TRADITION OF EXCELLENCE

FLORENCE ELEMENTARY SCHOOL

285 Highway 469 N. Florence, MS 39073 601.845.8164

ABSENCE EXCUSE FORM



Date [input field]

ABSENCE INFORMATION

Child's Full Name [input field] Grade [input field]

Teacher [input field]

Was unable to attend school on [input field] DATE(S)

Due to [input field]

[checkbox] Illness [input field] SPECIFY TYPE

[checkbox] Other [input field] DETAILS REQUIRED

Cell # [input field]

Daytime # [input field]

[input field]

Parent / Guardian Signature

PER RCSD POLICY JBD...

EXCUSED ABSENCES

These written notes must be received on the day of return to school if the absence is to be excused. Excused absences by parent note are not to exceed 10 days per school year. Additionally, schools will not excuse more than 3 days on parent notes in a nine week period. After the maximum excused absences by parental notes has been met, a doctor's excuse will be required for excusing an absence.

UNEXCUSED ABSENCES

Any student who has accumulated 5 unexcused days absent during the school year will be reported to the truancy officers.