

PPS ELECTRONIC PARENT/GUARDIAN ABSENCE EXCUSE FORM

Parent/Guardian--Please use this form to complete an excuse for your child's absence. An excuse must be submitted within three (3) school days of your child's return to school. If a legal excuse is not submitted, the absence will be considered unlawful and unexcused. Three (3) unexcused absences will lead to additional interventions and, if unresolved, possible truancy charges filed with the local magistrate.

Student Last Name: _____

Student First Name: _____

School Building: _____

Grade Level: _____

Date(s) of Absence: _____

Amount of Time (School Staff will calculate time to denote late/early release compared to half day):

- Late
- Early Release
- Half Day
- Full Day

Reason for Absence:

- Illness
- Doctor/Dentist Appointment
- Required Quarantine (Please explain circumstance: _____)
- Death in the Family
- Religious Holiday/Instruction
- Approved Educational Trip
- Approved Educational Programming (FFA/FHA/4H)
- Higher Education Visit (College/University/Trade School)
- Court/Legal Hearing
- Other: _____

Parent/guardian email address: _____

Please email, mail, or drop off any associated official excuse from a doctor, dentist, higher education institution, church, and/or court to your child's school.

Signature Box:

By entering my electronic signature below, I affirm I am the Parent or Legal Guardian of the above child and attest that I am completing this form as such. I further verify that the information submitted on this electronic form is true and correct to the best of my knowledge, information and belief. I understand that any false statements herein are made subject to the penalties at 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

Type Parent/Guardian Name: _____

Date: _____