



Student

Grade

Homeroom

Absent on: _____
Date

Reason:

Absence will be unexcused unless a note is received within 3 school days of absence.

Early Dismissal Request for:

Date: _____ Time: _____

Reason:

All students must be signed out by an adult

Tardy on:

Date: _____ Time: _____

Reason:

Tardy will be unexcused unless a note is received within 3 days of tardy.

Parent/Guardian Signature

Daytime Telephone

Date