

**Excuse for Absence/Late/Tardy from School**  
**EASTERN LEBANON COUNTY SCHOOL DISTRICT**

This form is to be completed by a parent/guardian when your child returns from school following an absence. **If the signed excuse is not received in the building office within three (3) days of your child's return to school, the absence will be recorded as unexcused (illegal).** In lieu of this written form, parents/guardians may complete the Excuse Form in PowerSchool by logging into their PowerSchool Parent account [HERE](#).

**Student Name:** \_\_\_\_\_ **Building:** \_\_\_\_\_

**Grade:** \_\_\_\_\_ **Homeroom Teacher/First Period:** \_\_\_\_\_

My child was absent from school on the following date(s) \_\_\_\_\_

\_\_\_\_\_

due to (state reason) \_\_\_\_\_

\_\_\_\_\_

*I hereby state that the above is the true reason for my child's absence.*

\_\_\_\_\_

**Signature of Parent/Guardian**

\_\_\_\_\_

**Date**

State law requires an explanation from the parent/guardian for each case of absence.

*To be completed by school office:* Date Rec'd in building office: \_\_\_\_\_ Staff initials: \_\_\_\_\_

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