

Ponderosa High School Parent Attendance Adjustment Form



Student's Legal Name _____

Date(s) of Absence(s) _____

Please excuse _____ (Student's Full Name) for being absent on the day(s) listed above.

Please check all that apply.

_____ Illness or injury (if the illness is more than 3 consecutive days please attach Doctor's note)

_____ Family Emergency

_____ Bereavement or serious illness of immediate family member

_____ Court appearance or legal reasons

_____ Other reason (must provide explanation)

Explanation _____

This excuse form must be received within 2 days of your child's absence or it will be remain unexcused. Please see the full Ponderosa Attendance Policy for consequences associated with unexcused absences.

Parent Name (Print) _____ Date _____

Parent (signature) _____

Parent contact information _____