

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

(First and Last)

(Check Applicable)

Was absent on \_\_\_\_\_

Due to \_\_\_\_\_

Is late due to \_\_\_\_\_

Will be picked up by \_\_\_\_\_

At \_\_\_\_\_ AM/PM, for \_\_\_\_\_

Death in Family (relationship) \_\_\_\_\_

(OTHER) \_\_\_\_\_

If doctor's note is required, please attach it to this form.

*\*Reminder: Educational Trip Forms need to be completed for all educational leave. The form should be filled out and submitted to your child's school ten days prior to student departure.*

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

(First and Last)

(Check Applicable)

Was absent on \_\_\_\_\_

Due to \_\_\_\_\_

Is late due to \_\_\_\_\_

Will be picked up by \_\_\_\_\_

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Parent/Guardian Signature: \_\_\_\_\_