



Dear Parents,

Lawful Absences in the State of North Carolina

The state of North Carolina has determined that these absences will be excused.

- Illness or injury preventing the student from being physically able to attend school.
- The Local health officer or the State Board of Health orders the isolation of the student.
- Death of a member of the **immediate** family.
- A Medical or dental appointment.
- Religious Observances
- The student obtains **prior approval** from the Principal to take advantage of a valid educational opportunity such as travel.

Colfax Elementary
School

Michelle Thigpen
Principal

Julie Kimsey
Assistant Principal

ALL OTHER ABSENCES WILL BE CODED UNEXCUSED. If the teacher does not receive a written excuse from the parent or guardian within three days the absence will be unexcused.

AFTER TEN (10) NOTES FROM A PARENT SAYING THE CHILD IS SICK, A DOCTOR'S EXCUSE OR NOTE MAY BE REQUIRED.

TARDIES

Students who arrive at school after the 7:45 bell are considered tardy. Please understand the impact being late has on your child. A few minutes of being late here and there quickly add up and send a message to your child that it is all right to be late for school or work. Please teach your child responsible habits by having them on time to school every day. In order for a tardy to be excused it must be related to one of the guidelines listed above for excused absences. Students coming to school late due to a doctor's appointment must bring a doctor's note with them when signing in at the front office.

Parent

Signature: _____ Date: _____

Child's Name: _____

Homeroom Teacher: _____



*****Please return form to school with your child once you have read, understood and signed. Thank you for all you do to get your children to school and on time!*****

Colfax Elementary School
9112 West Market Street, Greensboro, NC 27235
Phone: 336.275.4332 Fax: 336.993.0172