

Dingman Delaware Primary School
Student Absentee Excuse Form

Student's Name (Last, First) _____ Grade: _____ Teacher: _____

Date(s) of Absence _____

Explanation for Absence: _____

Parent/Guardian Signature: _____ Date: _____

ABSENCES accepted from Student Handbook

Every student absence requires a written or emailed excuse signed by the parent/guardian. The written or emailed excuse must include the date(s), the reason for the absence, and bear the signature of the parent/guardian. School administrators will determine if the written or emailed note meets the criteria of an excused or unexcused absence. The parent/guardian must submit a written or an emailed note on the first day the student returns to school.

If the excuse is not presented by the fifth (5th) school day, the absence will remain unexcused. Any absence beyond ten (10) cumulative days requires a doctor's note.



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