NORTHWEST MIDDLE SCHOOL

5805 HIghway 25
Flowood, MS 39232
601.992.1329

Rankin County School District
TRADITION OF EXCELLENCE

# ABSENCE EXCUSE FORM

Date

## ABSENCE INFORMATION

Child's Full Name Grade

Teacher

Was unable to attend school on
DATE(S)

Due to

- ◉ Illness
  SPECIFY TYPE
- ◉ Other
  DETAILS REQUIRED

Cell #

Daytime #

Parent / Guardian Signature

## PER RCSD POLICY JBD...

### EXCUSED ABSENCES

These written notes must be received on the day of return to school if the absence is to be excused. Excused absences by parent note are not to exceed 10 days per school year. Additionally, schools will not excuse more than 3 days on parent notes in a nine week period. After the maximum excused absences by parental notes has been met, a doctor's excuse will be required for excusing an absence.

### UNEXCUSED ABSENCES

Any student who has accumulated 5 unexcused days absent during the school year will be reported to the truancy officers.