

# East Tate Elementary School



## Parent Note Excuse Form

Student's Legal Name: \_\_\_\_\_

Date of Absence(s): \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_

Please check the absence reason that applies

1. \_\_\_\_\_ Injury
2. \_\_\_\_\_ Sick
3. \_\_\_\_\_ Death In Family
4. \_\_\_\_\_ Court Appearance
5. \_\_\_\_\_ Inclement Weather
6. \_\_\_\_\_ Other Reason (Must Give Explanation)
7. \_\_\_\_\_ School Field Trip (Child Did Not Attend)

Explanation: \_\_\_\_\_

\_\_\_\_\_

Parent Signature: \_\_\_\_\_

This excuse must be received within 2 days of your child's absence. Your child will get an unexcused absence if the parent note is not turned in within two days. After your child has missed three days, a note from a doctor is required. If you have any questions or need additional forms, please contact Amy Patrick, the Attendance Clerk, at 562-4688.

\*\* Students are only allowed five parent notes per Semester.

1st Semester - August thru December

2nd Semester - January thru May