



REASON FOR ABSENCE NOTE

An excuse note must be submitted to the school within **10** days of an absence. Please use this form to excuse your scholar's absences. Complete and return to the main office. If a written note is not received, your child is considered TRUANT after 4 unexcused absences in any month or 10 unexcused absences within the school year. At **15** unexcused absences, a referral to Juvenile Court/The Department of Children and Family Services (DCF) is state mandated.

Child's Name: _____

Teacher/Grade/Advisory: _____

Dates of Absences: _____

Parent/Guardian Signature: _____

Check below reason(s) for your child's absence(s):

Ear Infection _____ Asthma _____ Feminine Problems _____ Headache _____

Chicken Pox _____ Stomach Virus _____ Sore Throat _____ Fever _____

Hospital Stay _____ Death In Family _____ Family Emergency _____

Religious Observance (Include Date & Holiday): _____

Other Reason(s): _____

If child has been taken to a doctor, hospital, clinic, etc., a note from the medical staff at the facility is also required.