

To be filled out by classroom teacher:

Date form issued to student:

Name:

Teacher:

Wesley Elementary School
PARENT EXCUSE FOR STUDENT ABSENCE

My Child _____, was absent from school on,

(Student Name)

(month/day/year)

For

(reason): _____

Signature of Parent/Guardian: _____ Date: _____

Please attach any documentation to this form and return to school within ten(10) days of absence.

This form must be completed by the student's parent or guardian for each and every absence. This form must be returned to school within ten (10) days of the student's return to school. After ten (10) days this form will not be accepted and the absences will be UNEXCUSED for the purposes of truancy.