Absence/Late Notes

If your child is late please fill in a late note or bring a signed note from home and pass it to the teacher on arrival.

If your child is absent please send a signed note with your child the day they return. If your child is sick for 3 days in a row please phone the office to report your child sick.

Absence / Late Note

Childs Full Name:__________________________________

Grade:__________  Teacher:__________________________

Date:______/______/______   OR

From:______/______/______ to  _____/______/______

Reason:
☐ Late Time of arrival ___________ (111)
☐ Medical appointment / Illness (200)
☐ Holiday (804)

Signed: ___________________________________________
(Parent/Guardian)