



Date: _____

Student: _____

Teacher/Grade: _____

Date: _____

Student: _____

Teacher/Grade: _____

Absence/Tardiness

Was **absent** on _____

Will be **absent** on _____

Reason: _____

Was **tardy** on _____

Will be **tardy** on _____

Reason: _____

Absence/Tardiness

Was **absent** on _____

Will be **absent** on _____

Reason: _____

Was **tardy** on _____

Will be **tardy** on _____

Reason: _____

Dismissal Change/Pick Up

Will be **picked up** by _____

at dismissal

at _____

Reason: _____

Other Information:

Dismissal Change/Pick Up

Will be **picked up** by _____

at dismissal

at _____

Reason: _____

Other Information:

Parent/Guardian Name (please print)

Parent/Guardian Signature

Parent/Guardian Name (please print)

Parent/Guardian Signature