



A NOTE FOR SCHOOL

- Teacher
- Office
- Other: _____

Today's Date: ____ / ____ / ____

Student Name: _____

Teacher: _____ Grade: _____

Parent/Guardian Signature: _____

ABSENCE/TARDINESS (please circle one):

was absent *was late to school*
will be absent *will be late to school*

On date(s): _____

Due to: _____

PICK UP/LEAVE EARLY

will be picked up by: _____

At (please circle one): dismissal or ____:____ AM/PM

Contact Number: (____) _____ - _____

will leave early ____ / ____ / ____ @ ____:____

Due to: _____

MONEY ENCLOSED

Amount: \$ _____ Please circle one: *cash* *check*

For (please circle one):

Lunch *Field Trip* *Books* *Other:* _____

OTHER: _____

FOR OFFICE USE

Time: _____ Initials: _____



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