

## Absence Excuse Form



City Neighbors Hamilton is required to maintain a written, signed note from a parent/guardian explaining each absence. The note of excuse is due to his/her teacher upon your child's return to school after the absence. **Failure to provide a note of excuse will result in an unexcused absence.**

You are not required to use this form. A signed, handwritten note containing the same information is acceptable.

If you choose to use this form, please use dark blue or black ink (no pencil). Please print neatly and sign where indicated.

**Student's First and Last Name (please print):** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Date(s) Absent:** \_\_\_\_\_

### Reason for Absence (check one):

- Illness/Injury
- Contagious (*Physician's note also required to return to school*)
- Death in Family
- Hazardous Weather
- Religious Holiday
- Suspension

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*Parent/Guardian Name (print)*

*Parent/Guardian signature*

*Date*

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