ABSENTEE NOTE

Name of Student: ___________________________________________ Class: ____________

Date of absence: __________________________________________

Reason for absence

The reason for the absence must be shown below. (Please tick the appropriate box and give details.)

Note: If you prefer, you may telephone the school to explain your child’s absence.

☐ Sickness (please give details, e.g. flu)

__________________________________________________________________________

☐ Family reasons (please give details, e.g. attendance at a funeral)

__________________________________________________________________________

☐ Other reason (please give details, e.g. attendance at a religious ceremony)

__________________________________________________________________________

Name of Parent/Carer ________________________________________________

Signature of parent or carer ________________________________

Date ______________________________