Absence Letter to be Signed by Parents

If your child has been away from school, please send a note containing the following information. (This one can be used)

ABSENCE LETTER

My child ………………………………………… in grade ………….. was absent from school on the following date/s

………………………………………………

He/she was absent because of

☐ Illness
☐ Doctors appointment
☐ Dental appointment
☐ Other

Extra information:

……………………………………………………………………
……………………………………………………………………
……………………………………………………………………

Signed …………………………………………………..

Date……………………………………