

**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.....