All schools are required to keep written records of attendance and absences of students. Your assistance in forwarding a note on your child returning to school after a day/s away from school is appreciated. We have attached some tear off slips for your convenience if you wish to use these.

ABSENTEEISM NOTE

Child’s Name: …………………………………………………….. of class: ………………….

was absent from school on …………………………………………………………….. due to

Parent’s Name: ……………………………………… Signature: ………………………….

ABSENTEEISM NOTE

Child’s Name: …………………………………………………….. of class: ………………….

was absent from school on …………………………………………………………….. due to

Parent’s Name: ……………………………………… Signature: ………………………….

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