

**EXCUSE FOR ABSENCE OR TARDINESS**

..... <sup>\*tardy</sup>  
was <sup>\*absent</sup>  
(\*Cross Out One)

from School on .....  
An explanation from the parent, or guardian, in each case of absence, or tardiness, is required for admission to school. Kindly state the reason below.

..... Teacher  
The reason for \*absence - \*tardiness was .....

.....  
.....

.....  
Date Signature of Parent or Guardian

This excuse must be kept on file for the inspection of School Officials.  
Absence claimed by illness may require a report from a physician, or examination  
by the School Nurse or Health Official.