



## Woodland High School Absence Note Form

Please turn this note in at the attendance office no later than 2 days after your child returns to school or the absence will result in an unexcused absence.

*Please print information legibly*

My son/daughter, \_\_\_\_\_ ID # \_\_\_\_\_

was/will be absent on, \_\_\_\_\_ .

### Must select reason for absence:

**Illness** – \_\_\_\_\_

Absences of 4 or more days due to medical reasons require a doctor's note verifying the illness, or absences will be unexcused.

**Medical/ Dentist Appointment** \_\_\_\_\_

Please attach applicable notes to this form.

**Funeral - Relationship to Student** \_\_\_\_\_

**Religious Holiday** \_\_\_\_\_

**Other Reason-** (detailed explanation required). "Family Emergencies" are reviewed/approved by the administrators and are unexcused unless a valid explanation is given.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Print Your Name \_\_\_\_\_

Your Signature \_\_\_\_\_

Date

Daytime Telephone Number: (\_\_\_\_\_) \_\_\_\_\_