A Note from Home to School

PLEASE PRINT

To:_________________________________________  Date:___/____/_______
Email address:____________________________________________________
Phone number in case there are questions:(_______)_______________________
Student:__________________________________________________________
Teacher:_______________________________________________ Grade:_____

Parents MUST escort their child to the office if their child is late.
☐ is late due to:  ☐ illness  ☐ doctor/dental appointment
☐ other:__________________________________________________________

☐ is returning to school after an absence of_______days ________to:_____________
Due to:___________________________________________________________

My child is normally a  ☐ car rider ☐ walker ☐ assigned bus #_______ rider

My child has a change in dismissal plans for TODAY ONLY:
☐ will be picked up_________AM/PM by:_____________________________
☐ will be a car rider ☐ will be a walker/biker ☐ will ride bus #___________ home.
☐ will be staying after school for:____________________________________
☐ Other:________________________________________________________________

Parent/guardian's signature:___________________________________________
Printed parent/guardian's name:________________________________________

Reminders:
Students may ONLY ride their assigned bus to or from school.
Students may ONLY stay after school if a note is provided for that day.
Students leaving early will be called for dismissal when they are signed out.

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