

Roxbury Central School Absence Form

This form may be used to report all excuses for tardiness, absences, or early dismissals. A phone call to ext. 20, a written excuse, Dr's. note or this form must be used for an excused absence. Parents are requested to return this form filled out and signed as soon as their student returns to school. All reported absences must be documented within 48 hours after returning to school to be considered an excused absence.

Thank you for your co-operation in this matter.

Students Name: _____ Grade: _____ Date: _____

On the following date(s): _____

Was Absent Was Late Is to be dismissed at: _____

Legal Absences are:

Appointment (Name of Dr., Dentist, Court): _____

Physician Dental Eye Court Illness

Death in the Family College Visit Military

Family Emergency

Any other absence must be cleared through administration to be considered excused.

Parent/Guardian Signature: _____