

## STUDENT ABSENCE

Student's name: \_\_\_\_\_ Grade \_\_\_\_\_

Date/s of absence: FROM: \_\_\_\_\_ TO: \_\_\_\_\_

Reason: \_\_\_\_\_

Date expected back at school: \_\_\_\_\_

Mode of advice:    ☐ Telephone        ☐ Visit        ☐ Other \_\_\_\_\_

Advised by: \_\_\_\_\_ (Parent/Guardian)

Message taken by: \_\_\_\_\_ Date: \_\_\_\_\_

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