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A NOTE FOR SCHOOL Teacher Office Other:	A NOTE FOR SCHOOL	☐ Teacher☐ Office☐ Other:	
Student Name:Today's Date:	Student Name:	Today's Date:	
Teacher: Grade:	Teacher:	Grade:	
☐ ABSENCE / TARDINESS:	☐ ABSENCE / TARDINESS:		
☐ was absent☐ will be absent☐ will be late to school	☐ was absent☐ will be absent	☐ was late to school☐ will be late to school	
On date(s):	On date(s):		
Due to:	Due to:		
 □ This student has been absent 10 or more days and additional documentation is required □ Doctor or additional note(s) attached □ Doctor or additional note(s) will be faxed to 860-429-3641 		This student has been absent 10 or more days and additional documentation is required □ Doctor or additional note(s) attached □ Doctor or additional note(s) will be faxed to 860-429-3641	luirec
☐ PICK-UP/ LEAVE EARLY:	☐ PICK-UP/ LEAVE EARLY:		
□ will be picked up by:□ At: □ Dismissal □:AM/PM□ Due to:	☐ will be picked up by: ☐ At: ☐ Dismissal	☐:AM/PM Due to:	
OTHER:	OTHER:		
Parent / Guardian Signature:	Parent / Guardian Signature:		
Contact #:() or E-mail:	Contact #:()	or E-mail :	