

Parent Note Templates

Parent Note for Sickness: 3 days or 3 tardies or a combination totaling 3 PER SEMESTER can be excused with a PARENT NOTE explaining that the child was sick and unable to attend school. **Only 3 parent notes per semester are allowed.**

*Parent notes can be hand written on a piece of paper, or you are welcome to use these templates to make the process easier for you. Simply cut the notes apart and send to the attendance clerk at your child's school when you need to use a parent note for an absence or tardy.

Parent Note Number 1:

Child's Name: _____ Grade: _____ School: _____

Check One:

_____ Full Day Absence _____ ½ Day Absence _____ Tardy

Explanation:

Parent Signature: _____ Date: _____

Parent Note Number 2:

Child's Name: _____ Grade: _____ School: _____

Check One:

_____ Full Day Absence _____ ½ Day Absence _____ Tardy

Explanation:

Parent Signature: _____ Date: _____

Parent Note Number 3:

Child's Name: _____ Grade: _____ School: _____

Check One:

_____ Full Day Absence _____ ½ Day Absence _____ Tardy

Explanation:

Parent Signature: _____ Date: _____