MIDDLE SCHOOL
REASON FOR ABSENCE/TARDINESS
*Please check one

______ tardy*

______________________________________________ was _____ absent*

from school on _______________________. The State law requires an explanation from the parent in each case of absence or tardiness. Kindly state the reason below.

If tardy – Time arrived ____________

________________________________ Teacher

The reason for absence/tardiness was _____________________________

_____________________________________________________________

_____________________________________________________________

_____________________________________________________________

_____________________________________________________________

___________________________
Signature of Parent or Guardian

• the law requires a written excuse for every absence or tardiness
• Students are allowed nine(9) excuses absences without a doctors note
• Tardiness to school will be applied to UPMS tardiness program unless a doctors note is provided