

ABSENCE FROM SCHOOL

Students should only be absent from school for reasons such as illness or unforeseen circumstances. You will be alerted if a student is absent via a text message after 10am. You may text a response. If a student has been absent, a parent/guardian must send a signed note giving a reason for the absence (example below). This note can be written in English or your first language. The student should hand the note in at the school office.

Date:
Please excuse of Year
for being absent on (day & date).....
Reason for being away:
Parent/Guardian Signature:

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for being absent on (day & date).....
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