

## ABSENCE NOTE

\_\_\_\_\_  
(Today's Date)

Good morning \_\_\_\_\_ ,  
(teacher's name)

My child, \_\_\_\_\_ was absent from school on \_\_\_\_\_ because  
(name of student) (date(s) of absence)

she / he was sick with \_\_\_\_\_ .  
(circle one) (reason for absence)

Sincerely,

\_\_\_\_\_  
(parent's signature)

\_\_\_\_\_  
(home or cell telephone number)

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