



Date: _____ Teacher: _____

From (print guardian's name): _____

Guardian's Signature: _____

Child (print both first **and** last names): _____

3 p.m. Dismissal
(ext. 1236)

Pick-Up by (print name): _____

Walker (leaves building without supervision)

Bus # _____ **to** (print name): _____

Address: _____

Guardian Contact Number: _____

▪ **Attendance**
▪ **Dismissal before 2:45 p.m.**
(ext. 1225)

Late due to: _____

Early dismissal. Time leaving: _____

Person picking up student: _____

Is returning to school after an absence of _____ **days due to:**

illness **appointment** **other** _____

For Office Use



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