

# STUDENT ABSENCE NOTE

Dear Teacher,

My child \_\_\_\_\_ of class \_\_\_\_\_  
(Child's **FULL** name) (Class name)

Was absent from school on \_\_\_\_\_  
(Date / Dates away)

Due to \_\_\_\_\_  
(Reason for absence:- sickness, appointment, vacation, family reasons etc.)

Parent / Caregiver's Signature \_\_\_\_\_

Date: \_\_\_\_\_

.....

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