

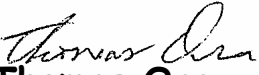
West Allegheny School District
Excuse for Absence
McKee Elementary

Dear Parent/Guardian:

Your child _____ was absent on _____

We have not received an excuse for this absence. Please complete and return the bottom portion of this form with your child tomorrow. If this form is not returned, the absence will be recorded as ILLEGAL. The accumulation of three illegal absences could result in a hearing citation being issued through the local magistrate. Please return this form to your child's teacher tomorrow. Thank you for your attention to this matter.

Sincerely,


Thomas Orr

Principal

Student Name _____

Teacher _____

Date(s) of Absence _____

Reason for Absence:

Doctor Appointment _____ Dentist Appointment _____

Hospitalized _____ Ill _____

School Approved Vacation _____ Funeral _____

Other: Please state specific reason _____

Parent/Guardian Signature _____

Date _____