

SEVERNA PARK MIDDLE SCHOOL

ABSENCE/EXCUSE NOTE

STUDENT'S FULL NAME: _____

GRADE: _____ STUDENT #: _____ TODAY'S DATE: _____

PLEASE MARK THE REASON BELOW THAT APPLIES FOR ABSENCE:

LATE ARRIVAL: _____ EARLY DISMISSIAL: _____ ABSENT: _____

DATE(S) OF ABSENCE: _____

TIME OF EARLY DISMISSAL: _____

REASON FOR ABSENCE/LATE ARRIVAL/EARLY DISMISSAL:

PARENT SIGNATURE

DATE

Absences shall be treated as unlawful until the attendance office receives a written note explaining the absence. A doctor's note is required on the fifth (5) consecutive day of absence. If you have any questions, please contact the main office at (410) 647-7900.

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