Early Excuse Form

Name / Print: __________________________ Signature: __________________________

OSIS # ___________________________ Homeroom: __________________________

Date of Excuse: _______________ Current Time: __________ Exiting Time: __________

Reason for Leaving:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Course Codes and Teacher’s Names

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<th>Pd.</th>
<th>Teacher’s Signatures</th>
<th>Print Name</th>
<th>Course Code</th>
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(Front)
CONSENT

Date: ____________________

I hereby give consent for my son/daughter to leave school early today

☐ Yes    ☐ No

☐ Son    ☐ Daughter

Reason:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

From:  ☐ Mom     ☐ Dad     ☐ Guardian     ☐ Other ________________________________

Print Name: ___________________________ Signature____________________________

Date of Signature: ____________________ Contact Number: ________________________

For Attendance Office Staff Only

Call☐        Fax☐        Email☐

From:  ☐ Mom     ☐ Dad     ☐ Guardian     ☐ Other ________________________________

Date: ____________________ Time: ____________________

Student was seen by:

School Nurse: Karunadasa Danielle ☐    Health Aide: Ruth Dabrio ☐

Student was picked up by:  ☐ Mom     ☐ Dad     ☐ Guardian     ☐ Other

Notes: ________________________________________________________________

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

(Back)