Late Arrival Form

Dear Parent/Guardian: Please complete this form in its entirety and have your daughter turn it into the front office on the day of her late arrival. This is considered a parent note. All planned medical absences must have a form on file the day prior.

Student Name: ________________________________________________________________________

Please allow my daughter to arrive late to school on __________________________________________. (day and time)

She was:

_____ Feeling ill

_____ Doctor/dentist appointment

_____ Driver/permit test

_____ Overslept/electricity went out

_____ Transportation issue

_____ Other (please specify) ________________________________________________________________________

Parent/Guardian Signature ____________________________________________________________ Date ________________

Student Signature ________________________________________________________________________