



### 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