

Churchill Junior High School Attendance

(Absence Letter)

Student Name _____ Grade _____
(Please Print)

Date(s) of Absence _____

Reason for Absence: _____
(Please Print)

Illness

Dr. Appointment
(Documentation Needed)

Religious

Death in Family

Court Appearance
(Documentation Needed)

Parent/Guardian _____
(Please Print)

Parent/Guardian _____
(Signature)

Parent/Guardian _____
(Phone Number)

Office Use Only
Date Received _____