

Hammar skjold Upper Elementary School

Attendance

All absences must be reported to the Attendance Office at 732-613-6897.

Absence Letter

Student Name: _____ Student Number: _____
(Please Print)

Date(s) of Absence: _____

Reason for Absence: _____

- Illness
- Dr. Appointment (Documentation Needed)
- Court Appearance (Documentation Needed)
- Death in Family/Funeral
- Religious

Parent/Guardian: _____
(Please Print)

Parent/Guardian: _____
(Signature)