



Fuquay-Varina High School Excused Absence Form

Please complete and turn in with a copy of any necessary legal documentation to the attendance office within **48 hours** of a student returning from absence(s).

Student Name: _____ Grade: 9 10 11 12

Student ID#: _____

Parent/Guardian Name: _____

Home Phone: _____

Date of Absence(s): _____

The following reasons are accepted per WCPSS Board Policy 6000.3. Please check the applicable box and provide the appropriate documentation. **PHONE CALLS AND EMAILS CANNOT BE USED TO EXCUSE A STUDENT'S ABSENCE FROM SCHOOL.**

- Medical/Dental Appointments – *please turn in a note from medical/ dental office*
- Illness or injury of student – *3+ consecutive days will require a doctor's note*
- Court Dates- *presence required by subpoena, requires a note from the court*
- Educational Opportunity (Prior Approval Required) - *“Request for Excused Absence for Educational Reasons” form required*
- Death of family member
- Recognized religious holiday- *May require prior administrative approval*

Parent Signature: _____

Date: _____

For Office Use Only

Reviewed By: _____ Date: _____