

GREEN LEVEL ABSENCE FORM



7600 Roberts Road

Cary NC, 27519

919-694-8222

All students who miss school MUST provide a note from the parent, doctor, dentist, court, etc. upon return. Any student that does not provide such verification to the Attendance Office will be counted as an unexcused absence for the class periods missed. EXCUSED NOTES MUST BE RECEIVED WITHIN 2 DAYS OF RETURNING TO SCHOOL. ANY NOTE RECEIVED AFTER 2 DAYS WILL NOT BE AN EXCUSED ABSENCE.

Student's Name _____ Grade 9 10 11 12

Date(s) Absence(s): _____

Check one of the following reasons which are acceptable for excused absences per WCPSS Board Policy 60003:

___ Illness or injury _____ (3+ consecutive days requires a doctor's note)

___ Death in Family

___ Medical/Dental appointment

Doctor's Name _____

Appointment Time _____

___ Court (Presence required by subpoena-requires a note from the court)

___ Religious Observance

___ Other: Please explain: _____

Parent/Guardian Signature: _____

Phone: _____ (Number where Parent may be reached during the day)