**NOTE TO SCHOOL**

 STUDENT NAME GRADE DATE

Please check appropriate box:

 Is late to school due to

 *Please request an excuse for any Doctor/Dentist appointments and turn it into the Attendance Office upon arrival*

Request an early dismissal and will be picked up by

 at a.m./p.m. due to

*Early dismissal notes should be taken to the Attendance Office before 1st period.*

Is returning to school after an absence of day(s), due to

 *Absence notes should be taken directly to the Attendance Office upon day of return to school.*

DATE(S) OF ABSENCE(S)

Parent/Guardian Signature Phone

**SHALER AREA HIGH SCHOOL ATTENDANCE OFFICE**

412-492-1200, EXT. 1502



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