

LATE ADMITTANCE/EARLY DISMISSAL

Date _____ Homeroom _____

Student's name _____

Please circle: Late admittance or Early Dismissal

Reason _____

Parent/guardian Signature

Arriving late or leaving early – report to first floor office

LATE ADMITTANCE/EARLY DISMISSAL

Date _____ Homeroom _____

Student's name _____

Please circle: Late Admittance or Early Dismissal

Reason _____

Parent/guardian Signature

Arriving late or leaving early – report to first floor office

REPORT OF ABSENCE

Date _____ Homeroom _____

Student's name _____

Was absent on _____

Will be absent on _____

Reason _____

Parent/guardian Signature

REPORT OF ABSENCE

Date _____ Homeroom _____

Student's name _____

Was absent on _____

Will be absent on _____

Reason _____

Parent/guardian Signature

TO: Parents/guardians: please save these slips and use as needed. Just a reminder, if your child is coming in late they must first report to Sr. Roberta's office before going to their classroom. If they are leaving early, they also report to Sr. Roberta's office where they will wait until they are signed out.

Please call St. Andrew School (610-259-5145) before 8:30 am each day your child will be late or absent.

