

LATE ADMITTANCE/EARLY DISMISSAL

Date _____ Homeroom _____

Student's name _____

Please circle: Late admittance or Early Dismissal

Reason _____

Parent/guardian Signature

LATE ADMITTANCE/EARLY DISMISSAL

Date _____ Homeroom _____

Student's name _____

Please circle: Late Admittance or Early Dismissal

Reason _____

Parent/guardian Signature

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, please make sure the office is notified when they arrive. If your child is leaving early, the student must report to our reception area in the lower school where they will wait until they are signed out.

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