**Contact by Phone Absence Reporting Form**

|  |  |  |
| --- | --- | --- |
| Student Name: | | Student ID #: |
| Date of absence(s): | Grade: | Phone #: |

**Reason for Absence**:

|  |  |
| --- | --- |
| ❑ Illness, health condition or medical appointment | ❑ Participation in a district or school-approved activity or instructional program |
| ❑ Family emergency | ❑ Deployment activities of a parent or legal guardian |
| ❑ Religious or cultural purposes | ❑ Absence resulting from a disciplinary/corrective action |
| ❑ Court, judicial | ❑ Post-secondary, technical school or apprenticeship program |
| ❑ Student’s homeless status | ❑ State-recognized search and rescue activities |
| ❑ Principal (or designee) and parent/guardian mutually agreed upon approved activity | ❑ Other |

Reported by: Staff initials:

\*\*\*\*ATTENDANCE SECRETARY ONLY\*\*\*\*

❑ Excused ❑ Unexcused

**✂ ✂ ✂ ✂ ✂ ✂ ✂**

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