



Eli Pinney Elementary School

Absence Notification Form

When a student is absent in Dublin City Schools, a parent must call the school within one hour of the start of the school day to report his or her child's absence from school. When the student returns to school, parents *must provide written notification of their child's absence* and the reason the student was not in attendance at school. This written notification can be a written note, email, or the completion of this form. All written communication should be provided to the school office.

Name of Student: _____

Teacher: _____

Date of Absence(s): _____

Reason for Absence:

Parent Signature

Date