

HILLS CHAPEL SCHOOL
Prentiss County School District
PARENT EXCUSE LETTER

Student's Legal Name: _____
Date of Absence: _____
Homeroom Teacher: _____

Please excuse _____ for
(Student's Legal Name)
his/her absence on the date listed above.

Please check the absence reason that applies:

1. _____ Illness or injury.
2. _____ Death or serious illness of immediate family member
3. _____ Court appearance.
4. _____ Other reason.

Explanation:

This excuse must be received within two days of your child returning to school. If an excuse is not received in the time required the absence will be considered unexcused.

Parent Signature: _____ Date: _____

Please refer to Prentiss County School District Handbook for additional information on attendance laws and policies.