

**McKean Elementary School
Excuse/Tardy/ Appointment Form**

Today's Date: _____

Student's Full Name: _____
_____ Grade _____

(First) (Last)
Teacher _____

(Select one below):

- Absent on _____
- Tardy on _____
- Has an appointment today and needs to be released at: _____

(time of day)

Reason for the absence/tardy/appointment:

(Parent/Guardian Signature)

*Completed form must be returned within 3 school days after the child's return to school to be considered a legal or excused absence or tardy. Completed forms received after the 3rd day will not be accepted as removing the illegal classification of the absence or tardy.

**McKean Elementary School
Excuse/Tardy/ Appointment Form**

Today's Date: _____

Student's Full Name: _____
_____ Grade _____

(First) (Last)
Teacher _____

(Select one below):

- Absent on _____
- Tardy on _____
- Has an appointment today and needs to be released at: _____

(time of day)

Reason for the absence/tardy/appointment:

(Parent/Guardian Signature)

*Completed form must be returned within 3 school days after the child's return to school to be considered a legal or excused absence or tardy. Completed forms received after the 3rd day will not be accepted as removing the illegal classification of the absence or tardy.

**McKean Elementary School
Excuse/Tardy/ Appointment Form**

Today's Date: _____

Student's Full Name: _____
_____ Grade _____

(First) (Last)
Teacher _____

(Select one below):

- Absent on _____
- Tardy on _____
- Has an appointment today and needs to be released at: _____

(time of day)

Reason for the absence/tardy/appointment:

(Parent/Guardian Signature)

*Completed form must be returned within 3 school days after the child's return to school to be considered a legal or excused absence or tardy. Completed forms received after the 3rd day will not be accepted as removing the illegal classification of the absence or tardy.

**McKean Elementary School
Excuse/Tardy/ Appointment Form**

Today's Date: _____

Student's Full Name: _____
_____ Grade _____

(First) (Last)
Teacher _____

(Select one below):

- Absent on _____
- Tardy on _____
- Has an appointment today and needs to be released at: _____

(time of day)

Reason for the absence/tardy/appointment:

(Parent/Guardian Signature)

*Completed form must be returned within 3 school days after the child's return to school to be considered a legal or excused absence or tardy. Completed forms received after the 3rd day will not be accepted as removing the illegal classification of the absence or tardy.