

GALILEO ACADEMY OF SCIENCE & TECHNOLOGY

PARENT/GUARDIAN VERIFICATION OF STUDENT ABSENCE

(TO BE FILLED OUT BY PARENT/GUARDIAN ONLY)

MUST BE RECEIVED BY THE ATTENDANCE OFFICE NO LATER THAN 3 DAYS AFTER THE ABSENCE

GRADE: _____

Please excuse my son/daughter (STUDENT'S FIRST AND LAST NAME)

For being absent from school on MM/DD(s)/YEAR

_____ #DAYS

CHECK HERE IF YOU ARE LEAVING EARLY FROM SCHOOL (i.e. doctor/dentist appts. etc.)

PLEASE ISSUE: _____ PERMIT TO LEAVE (PTL) @ _____
TIME

REASON FOR ABSENCE:

- Illness or Hospital stay ----- If absent half day: arrived at school @ _____ Time
- Doctor/Dentist Appointment: circle one: If absent half day: arrived at school @ _____ Time
Please Note: Unless a student is also ill, they will not be excused for an all-day appointment.
Parents should try and schedule appointments to cause as little disruption to the school day.
- Quarantine under direction of a county or city health officer.
- Attend the Funeral Services of an immediate family member (1 day/3 days if out-of-state).
- Jury Duty (for 18 year olds)
- Approved participation in a school co-curricular activity.
- Religious Instruction for no more than four days per month, and no more than 60 minutes on a single day once a week.
- Observation of a holiday or ceremony of student's religion.
(Includes religious retreats).
- Court appearance.
- Student is in Juvenile Hall, or other shelter care, or other custodial facilities.
- Appointments with attorneys, law enforcement officers and probation officers.
- Appointments with Immigration (including translating for parents).
- Attending employment or educational conference or visiting a college/university.
(Request made in writing by parent/guardian and approved in advance by Principal)
- Justifiable personal or family emergency (i.e. illness of parent/immediate family)
Write reason here:

Parent/Guardian Signature

Printed Name of Parent/Guardian

Parent/Guardian Phone Number

Today's Date