



PARENT COMMUNICATION FORM

All forms must be processed in the Attendance Office before they are valid.

Today's Date _____ Student ID# _____

Student Name _____

Student Grade _____ Teacher Name/Homeroom _____

Parent Phone _____ Alternate Phone _____

Parent/Guardian Signature _____

Will be going home with _____

(Student name. Must be from same school.)

on _____ to _____
(Bus number) (Address)

effective _____

(Effective dates)

****Bus drivers should keep this form for duration of effective dates.****

Will be picked up by _____

(Name)

on _____ at _____ due to:
(Date) (Time)

Medical/Sick Funeral Transportation Vacation

College Visit Other _____

Is: tardy absent early dismissal excused unexcused

on _____ at _____ due to:
(Date) (Time)

Medical/Sick Funeral Transportation Vacation

College Visit Other _____

****If coming back to school after early dismissal, sign in at the attendance/main office.****

Other _____

OFFICE USE ONLY: Processed by _____ Date _____
(full signature, do not stamp)