EXCUSE NOTE

Please excuse ______________________ absence from school on ____________________.

They were absent because _____________________________________________________
___________________________________________________________________________.

For additional information you can reach me at __________________________________.

Sincerely,
__________________________
Parent/Guardian

DCPS Reasons for Excused Absence:
• Illness
• Death in immediate family
• Judicial proceeding
• Doctor’s appointment

Return excuse notes to Ballou Main Office.