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# THE SCHOOL DISTRICT OF ESCAMBIA COUNTY

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## Absence Verification Form

District policy states parents and guardians have three days from the date of an absence to provide an excuse. Failure to complete this form will result in the absence, check-out, check-in, or tardy remaining unexcused.

Today's date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Homeroom/1<sup>st</sup> pd teacher: \_\_\_\_\_

Student name: \_\_\_\_\_

Student ID number: \_\_\_\_\_

Absence: \_\_\_\_\_

Check-in/tardy: \_\_\_\_\_  
(CHECK APPROPRIATE ONE)

Check-out: \_\_\_\_\_

Date(s) of absence: \_\_\_\_\_

Check if documentation attached

Reason for absence:

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Check-in: \_\_\_\_\_

Time: \_\_\_\_\_

Check-out: \_\_\_\_\_

Time: \_\_\_\_\_

\_\_\_\_\_  
(Parent/guardian name and contact number, please print)