

A NOTE TO THE SCHOOL OFFICE

Student Name: _____ Teacher: _____

Date: _____

PICKING UP AT DISMISSAL (3:15 PM)

Has my permission to be picked up by _____ at dismissal (3:15pm)

BUS PASS

Has my permission to go home with _____ on the bus to
_____, (ADDRESS)

Has my permission to bring _____ home with them on the bus.

EARLY DISMISSAL

Has my permission to be picked up early at _____ by _____
(TIME)

Reason for Early Dismissal: _____

TARDY

Will be late for school on _____ (DATE)

Reason: _____

ABSENT

Will be absent from school on: _____
(DATE)

Reason: _____

Parent/Guardian Signature: _____

Notes:
