**SAHS TARDY FORM**

Students bring this form to the Attendance Office upon arrival at school. Student will receive a pass admitting them to class.

 , ,

(student name – please print – **NO** nicknames) (grade) (student DOB)

Was late to school on , at .

 (date) (time)

**(circle one)**

Illness

Doctor/dentist appointment (Dr. note required)

Other

 (please explain)

(parent/guardian name – please print)

(parent/guardian signature)

(parent contact info.- phone number)

(today’s date)

OFFICE USE ONLY

Excused or Unexcused (Circle One)