

**PLEASE COMPLETE AND RETURN AS SOON AS
POSSIBLE.**

HIGHWORTH COUNTY COMBINED SCHOOL

EXPLANATION OF ABSENCE

Child's Name.....Class.....

Absent on.....

My child was absent because.....

.....
....

Signed.....(Parent/Guardian)

Please note - A prompt letter of explanation of absence is required when your child returns to school.

NB. If a reason for absence is not provided this absence will be shown as unauthorised and show on your child's records.

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