



# FCA Attendance and Transportation Form 2018-2019 School Year

PLEASE PRINT WITH BLUE OR BLACK INK

## STUDENT INFORMATION

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

## TARDY/ABSENCE/TRANSPORTATION INFORMATION

**Tardy** due to: \_\_\_\_\_

\*\*Three unexcused tardies counts as 1 absence

**Absent** due to: \_\_\_\_\_

\*\* Attach any parent or doctor's note

Needs to **leave school early** due to: \_\_\_\_\_

Please have student in the office by: \_\_\_\_\_

\*\* If your child is leaving early for an appointment, send a doctor's note with your child the next school day in order to have an excused absence.

Will **change regular transportation**:

Is riding home with: \_\_\_\_\_

Other: \_\_\_\_\_

**Staying with different family** while parents are out of town on/from: \_\_\_\_\_

Name of family: \_\_\_\_\_

Alternate emergency name and contact number: \_\_\_\_\_

Parent or Guardian Signature:

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

## FCA Office Use

Excused     Unexcused