

PICOLATA CROSSING ELEMENTARY SCHOOL ATTENDANCE AND DISMISSAL CHANGE FORM

Student Name: _____

Grade: _____ Teacher Name: _____

Parent/Guardian Name: _____

Please Print

Parent Guardian Signature: _____



ABSENCE

Date(s) of Absence: _____

Reason of Absence: _____



DISMISSAL CHANGE

Date(s) of Change: _____

Transportation Change Y/N: _____ Permanent? Y/N: _____

New method of transportation: _____

Dismissal changes are accepted until **2:00p** every day EXCEPT Wednesdays. **1:00p** is the deadline on Wednesdays.

EARLY DISMISSAL

Will be picked up by: _____

Time: _____ AM/PM Reason: _____

Early Dismissal Front Office pick-up until **2:15p** every day EXCEPT Wednesday. **1:15p** is the deadline on Wednesdays.