

# PICOLATA CROSSING ELEMENTARY SCHOOL ATTENDANCE AND DISMISSAL CHANGE FORM

Student(s) Name: \_\_\_\_\_

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

Parent/Guardian Name: \_\_\_\_\_

*Please Print*

Parent Guardian Signature: \_\_\_\_\_

## ABSENCE

Date(s) of Absence: \_\_\_\_\_

Reason of Absence: \_\_\_\_\_

\_\_\_\_\_



## DISMISSAL CHANGE

Student(s) Name: \_\_\_\_\_

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.