

WHAT TYPES OF ABSENCES MAY BE EXCUSED?

- Child's illness or injury
- Family emergency with administrator approval
- Death of a family member
- A doctor or dental appointments that cannot be scheduled before or after school hours
- Religious holy days
- Court appearances

HOW TO SUBMIT EXCUSE NOTES

- According to Dallas ISD Policy parents should turn in an excuse note to the school attendance office within three days of returning to school.
- Excuse notes can be submitted by email to the school. Contact school for email address.
- Excuse notes must include: Student name, ID, grade, date of absence, reason and parent signature.
- Visit <https://bit.ly/DISDNOTE> to download a blank excuse/absence note (optional).

Parent/Guardian notes will be required for virtual absences.