DEERFIELD - A NOTE TO SCHOOL
(COMPLETE *TWO COPIES*)

Date: _____

Student's Name:_____   Teacher's Name:_____

☐ **Is late due to:** _____
                                    (specify reason)

☐ **Will be dismissed early at _____AM/PM for the purpose of_____**

☐ **Will be picked up at first dismissal by** _____

☐ **Will be going home on BUS #_____ to the following *address*: _____**
                        (required)   (must include HOUSE NO. and STREET NAME)

☐ **Is returning to school after being absent on the following date(s) _____**
   due to _____
                (reason for absence)

_____
(Parent's Signature is required)

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(Parent's Signature is required)

School Policy does not allow us to release students to anyone other than a parent without written permission from the parent.

If you plan (at any time) to have a relative or friend pick your child up from school please <u>send a note the day of any pick up</u> indicating the name of the person who will have permission on that day to pick your child up. Please don't forget to sign your note.

Thank you for your assistance.