

**PICK UP & ATTENDANCE NOTE**

CHILD'S NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

TEACHER: \_\_\_\_\_

PICKING MY CHILD UP AT: \_\_\_\_\_ (time)  
BEING PICKED UP BY: \_\_\_\_\_

*Pick up at the end of the day is prior to 3:00 pm or just after 3:25 pm.*

STAYING AFTER SCHOOL FOR: \_\_\_\_\_  
 LATE BUS  PICK UP AT: \_\_\_\_\_

MY CHILD WAS ABSENT ON: \_\_\_\_\_

MY CHILD WAS TARDY ON: \_\_\_\_\_

REASON:  DOCTOR  SICK  OTHER \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Phone Number

*This pad is courtesy of the Milton Terrace North Elementary School PTA.  
Download and print available on the school's website.*

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