

**Flora Arca Mata Elementary School  
Absences Notice**

**DEAR PARENT OR GUARDIAN:**

**Please fill out this form completely and return it to the office or via email.**

You may email it to:

[asusenarodriguez@stocktonusd.net](mailto:asusenarodriguez@stocktonusd.net)

or [kmartinez-soto@stocktonusd.net](mailto:kmartinez-soto@stocktonusd.net)

It is vital to your child's education to attend school every day. We understand that sometimes it cannot be helped and in that case, we are asking you to fill out the form to clear the absence(s).

To clear absences, you may pick up one of these slips in the office or call the school at 209-933-7460. If you call the school and get the recording please enter **ext. 1326** and leave a detailed message. We need all the information on the opposite side of this slip.

Thank you,  
Attendance Office

**Flora Arca Mata Elementary School  
Absences Notice**

It is important to know why your child is absent.

**Please excuse my child:**

\_\_\_\_\_

**For being absent on the following date(s):**

\_\_\_\_\_

For the following reason:

- Sick     Missed Bus     Doctor Appt.  
 Out of Town     Dentist Appt.

Please explain other reasons:

- Family Emergency     Other

**Parent Signature:** \_\_\_\_\_

**Teacher Name:** \_\_\_\_\_

**Today's Date:** \_\_\_\_\_