



Alexander Muir Public School

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Notification of Expected Absence from School

Date: _____

This letter is to inform Alexander Muir Public School that our child(ren):

Name of Student

Grade

Teacher

will be on an extended absence from school.

Reason for Absence:

First Date of Absence: _____, 2013.

Returning to school on: _____, 2013.

Other Information/Details:

Please return to office for our records. Thank you.