

# Our Lady and St Patrick's College, Knock



## ABSENCE NOTIFICATION FORM

Please Note – This form must be completed for each period of student absence and returned to the school immediately.

|                           |  |
|---------------------------|--|
| <b>Student Name</b>       |  |
| <b>Tutor Group</b>        |  |
| <b>Date/s of Absence</b>  |  |
| <b>Reason for Absence</b> |  |

|                                   |  |
|-----------------------------------|--|
| <b>Signed (Parent / Guardian)</b> |  |
| <b>Date</b>                       |  |

**This completed form should be returned when your son/daughter attends registration on their first day back after any absence.**

**You will also find a copy of this form on the Pastoral section of the College website.**