

Los Angeles County High School for the Arts - Absence Verification Form

Please complete the following for your child's absence. **For Early Dismissal, a student must turn this form into the main office and sign out prior to leaving campus. For an All Day absence, this form must be submitted within 3 days of the absence, or the absence will be marked as UNVERIFIED.**

Student Name (First and Last): _____

Date of Absence: _____

Monday Tuesday Wednesday Thursday Friday

ALL DAY ABSENCE: Please check here if the absence is a **Full Day** absence

LATE ARRIVAL: Please check here
The time the student arrived at school? _____

EARLY DISMISSAL: Please check here
The time the student needs to leave school? _____

Please check the period/s the student missed for *Late Arrival* or will miss for *Early Dismissal*:

Monday	Tuesday	Wednesday	Thursday	Friday
<input type="checkbox"/> Per. 1 (8:30am – 9:10am)	<input type="checkbox"/> Per. 1 (8:30am – 9:50am)	<input type="checkbox"/> Per. 4 (8:30am – 9:50am)	<input type="checkbox"/> Per. 1 (8:30am – 9:50am)	<input type="checkbox"/> Per. 4 (8:30am – 9:50am)
<input type="checkbox"/> Per. 2 (9:15am – 9:55am)	<input type="checkbox"/> Per. 2 (10:05am -11:25am)	<input type="checkbox"/> Per. 5 (10:05am -11:25am)	<input type="checkbox"/> Per. 2 (10:05am – 11:25am)	<input type="checkbox"/> Per. 5 (10:05am -11:25am)
<input type="checkbox"/> Per. 3 (10:00am – 10:40pm)	<input type="checkbox"/> Per. 3 (11:30am – 12:50pm)	<input type="checkbox"/> Per. 6 (11:30am 12:50pm)	<input type="checkbox"/> Per. 3 (11:30am – 12:50pm)	<input type="checkbox"/> Per. 6 (11:30am – 12:50pm)
<input type="checkbox"/> Per. 4 (10:55am – 11:35am)	<input type="checkbox"/> Per. 7/8 Arts (1:35pm - 4:00pm)	<input type="checkbox"/> Per. 7/8 Arts (1:35pm – 4:00pm)	<input type="checkbox"/> Per. 7/8 Arts (1:35pm – 4:00pm)	<input type="checkbox"/> Per. 7/8 Arts (1:35pm – 4:00pm)
<input type="checkbox"/> Per. 5 (11:40am -12:20pm)				
<input type="checkbox"/> Per. 6 (12:25pm – 1:05pm)				
<input type="checkbox"/> Per. 7/8 Arts (1:35pm 4:00pm)				

The Reason for the absence is:

<input type="checkbox"/> Illness - Doctor's note <u>required</u> for absences of more than 3 consecutive days or after 9 illness absences. <input type="checkbox"/> Medical Appointments - Doctor, dental, or optometric appointments <input type="checkbox"/> Religious Reasons - Holiday or ceremony <input type="checkbox"/> Court Appearance <input type="checkbox"/> College/University Visits - (Pre-approval required a minimum of 5 Days in advance of visit. Please attach printed confirmation from the college that is being visited)	<input type="checkbox"/> Funeral Service - For member of immediate family – 1 day in state, 3 days out of CA <input type="checkbox"/> Professional Job Opportunities – (Limited to 5 consecutive days – prior approval needed. Please attach printed confirmation of the professional job opportunity) <input type="checkbox"/> Unexcused Verified Absence: This means we have heard from a parent or guardian and we know why the student was not in school but it does not fall within the state accepted codes for excused absence. Examples: Car trouble, carpool problems, driver's license test, personal problems, vacation during school days, taking care of a family member, babysitting, or going to work with a parent or family member
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<p>Parent/Guardian: Please sign and date:</p> <p>_____ SIGNATURE</p> <p>_____ DATE</p> <p>_____ PRINT NAME</p> <p>_____ PHONE NUMBER</p>	<p>This Section - For Office Use Only</p> <p>ATTENDANCE MONTH: _____ School Year (2024 – 2025)</p> <p>ATTENDANCE CODE:</p> <p style="text-align: center;">I U X V O R S T J</p>
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