

Dear Families,

When your child is absent from school for three or more days, our school requires a statement indicating the reason for the absence, and that the child is returning to school and may follow a regular class schedule.

If the child has been ill, a parent or physician must complete this form, and indicate that the child may return to school and is not contagious to others. We will not readmit a child after an absence due to illness without first receiving a written statement. Please complete this form, or prepare another using this language, and return it to your child's teacher.

If the child has been away for a family event, a parent must complete this form indicating the nature of the absence.

Thank you for your cooperation in this regard. Please contact the school Office should you have any questions.

---

To Geneva Day School:

\_\_\_\_\_ was absent from Geneva Day School from \_\_\_\_\_  
(Child's Name) (Date)

to \_\_\_\_\_ due to \_\_\_\_\_  
(Date) (Nature of Absence)

---

He/She is now well enough to return to Geneva Day School and follow the regular school schedule.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date