



North Windham Attendance Note

Attendance Matters!

Parents and guardians, if your child must be absent from school, a written notice to our main office regarding the absence is required. We've included a template below for your convenience. Absence notes may be emailed to ychavez@windham.k12.ct.us & srodriguezcabrera@windham.k12.ct.us, or send in a written note with your child when they return to school. Feel free to also call the school **at 860-465-2400**. We appreciate your cooperation for your child's safety and learning!

Child's name: _____

Date(s) of absence: _____

Reason for

absence: _____

Please note, per Windham Public Schools Attendance Policy, parents can only excuse the first **nine (9)** absences a child has without a doctor's note. After **nine (9) absences**, a doctor's note or other documentation is required.