



Cupertino Union School District

Superintendent Board of Education

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Parent Report of Absence

School: _____

Student First Name: _____ Student Last Name: _____

Teacher/Room: _____ Grade: _____

First Date of Absence: _____ Total Number of Days: _____ Return to School Date: _____

Reason for Absence: _____

Will the student be enrolled in another school during his/her absence? Yes No

If yes, your child will be withdrawn and for your return to Cupertino Union School District (CUSD) you will need to re-register your TK through 8th grade child at the District Office, Student Assignment, Monday – Friday, 8:30 a.m. – 1:30 p.m.

If no, please initial that you have read and understand the potential effects of unexcused absences.

- I understand that vacation is considered an unexcused absence.
Your child's report card may be noted incomplete and/or your child's grades may be affected due to unexcused absences and incomplete or missing work.
Your child will not be allowed to "make-up" any missed assignments.
You will receive a Truancy Letter when your child accrues three (3) unexcused absences in a school year.

Any pupil subject to compulsory full-time education or to compulsory continued education who is absent from school without a valid excuse for three full school days in one year or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, shall be classified as truant and shall be reported to the attendance supervisor or to the superintendent of the school district. (Education Code 48260)

A student who is habitually truant, irregular in school attendance, or habitually insubordinate or disorderly during attendance at school may be referred to, and required to attend, a school attendance review board (SARB) program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the district's attendance supervisor. (Education Code 48263, 48264.5)

Request denied because number of unexcused absences exceeds number allowed. Student will be withdrawn and need to re-register with the required documents upon his/her return.

I have read and understand the above and I hereby certify the information above is true and accurate.

Parent or Guardian signature: _____ Date: _____

Parent Email Address: _____ Phone: _____

For Office Use Only:
ISC days _____ BEV days _____
UNX days _____ REL days _____
AEX days _____
Principal Signature: _____ Date: _____

A change of residence must be reported within ten (10) working days. Please notify the Cupertino Union School District Office during the summer recess. Failure to provide current residency information could result in the immediate withdrawal of your child.