**Note any school/holidays in previous month to adjust days reported:**

**Retrospective School Attendance Report**

Please note any instances in the past 20 days that your child was absent from school. For each absence, please identify or describe the reason they were absent.

Reasons may include:

A. had an appointment (e.g., doctor, dentist, specialist)

B. my child was sick (e.g., cold, flu, asthma)

C. my child was reluctant or refused to go to school (e.g., didn’t want to go, appeared scared/anxious)

D. my child skipped/truanted (e.g., went to school but did not arrive there, left without permission)

E. gave my child the day off (e.g., to let them rest)

F. kept my child home for other reasons (e.g., to help at home, because school is not helping them)

G. arranged extra holidays/vacation time for the family

H. had an urgent situation (e.g., family member taken to the hospital, a funeral)

I. had other difficulties (e.g., car broke down, another family member had an appointment)

J. had a religious holiday or cultural observance (e.g., Jewish holiday, Chinese New Year)

K. school was closed (e.g., public holiday, teacher planning day)

L. school sent my child home due to their behavior (e.g., suspended them, sent them home for the remainder of the day)

M. school asked that my child stay away from school (e.g., because the school could not meet my child’s needs or keep them safe)

For each absence or tardy, please write any corresponding letters or describe any other reason not included.

| Date: | Type (full day absence, half day absence, tardy) | Reason for absence: |
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