

Student Attendance Telephone Contact Form

| School: | Grade: | |
|---|-------------|------|
| Student Name: | ID#: | Age: |
| Parent/Guardian Name: | Phone #: | |
| Date: | Time: | |
| Person making Contact: | | |
| Student Absences: | | |
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| Student Lates: | | |
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| | | |
| Comments: | | |
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| Discussed importance of regular attendance: | | |
| Discussed consequences of absences: | | |
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| Signature of School Administrator | | |