MILFORD MILL ACADEMY
Documentation for Student ABSENCE

Student’s LAST NAME ________________________________________________

FIRST NAME ________________________________________________

DATE(S) OF ABSENCE ____________________________________________

REASON __________________________________________________________________________

CONTACT PHONE/EMAIL ________________________________________________

SIGNATURE __________________________      RELATIONSHIP TO STUDENT ___________________

Two ways to use this form:
• Copy and paste into an email, fill out, and send to the attendance assistant, rfrey@bcps.org
  OR
• Print, fill out, and have student give to an office secretary or to the attendance assistant

Absence excuses should be turned in on the first day of the student’s return to school.