

2019 ATTENDANCE

June

Instructions

Please fill out the Attendance Record for each child using the Legend Key below. **Attendance** is defined as any day the student attends to school work whether, for example, PACEs (or equivalent workbooks), excursions, or other relevant schooling activity. If in doubt, contact ACHS. **Absence** is any time the student is unable to attend to schooling activities, for example, sickness or being away.

Any **explanatory notes** regarding the student attendance or absence should be written on a separate sheet and attached. Be sure to link each note to the relevant student and appropriate date. Thank you!

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RETURN THIS FORM WITH COMPLETED, SCORED TESTS ON THE FIRST OF NEXT MONTH.



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