

# Absence Note



5871 Mountain Vista Street  
Las Vegas NV 89120  
Phone: (702) 870-5032  
Fax: (702) 547-9068  
[www.ekacademy.org](http://www.ekacademy.org)

\*\*\* Three (3) or more consecutive absences may require a note from a medical provider.

**1 EKA School Day = 1.3 Days**

Please use this form when your child misses school. Additional forms may be downloaded from the website and are available at the office.

Date(s) of Absence	
Period(s) Missed	
Student Name	
Student's Advisor	Grade

Reason for Absence(s)	
Parent/Guardian Signature	Date
Home Phone	Work/Cell Phone
Parent Email	

Students who have been absent must provide written notice from the parent/guardian to the school explaining the reason for the absence within 3 school days after their return from the absence AND turn in any missing assignments. Failure to provide an excused absence within 3 days AND turn in missed school work will result in an unexcused absence. In accordance with NRS, and unexcused absence is deemed truancy. It is the parent/guardian responsibility to request homework from the advisor.

**Please Note:** EKA must report habitual truancy to Child Protective Services for educational neglect.

**For Office Use Only:**  Excused     Unexcused     Unexcused Due To Incomplete Work