



**Urbana Middle School
Note to School**

Date: _____ Grade: _____

Student: _____
(Last name) (First name)

is late because _____

will be picked up early by _____
at _____ for _____
(Time) (Reason)

is returning to school after being absent on:
date(s) _____
Reason: _____

Other: _____

Parent/Guardian Signature

Phone Number



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