

Elementary School
Unexcused Tardy Form

School: _____

Date: _____

Student Name: _____

I. D. #: _____

The law allows us to file court cases on parts of days (unexcused tardies). If you have students that fall into this category, please fill out this form. As you know, the attendance printout does not reflect if a tardy is excused or unexcused. **Attach a completed CA Referral Form with each Unexcused Tardy Form.**

List the dates of unexcused tardies, since the beginning of school below:

<u>Date</u>	<u>Time</u>	<u>Date</u>	<u>Time</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Signature (Principal, Assistant Principal)

Return this form to the Compulsory Attendance Office. Fax # (972) 313-4810.