

# WESTFIELD HIGH SCHOOL



## Late Arrival – Excused Check In

<i>Date</i>	
<i>Time of Arrival</i>	
<i>Student's Legal Name</i>	
<i>Student's ID Number</i>	
<i>Reason for Student's Late Arrival</i>	<input type="checkbox"/> Appointment: <input type="checkbox"/> Illness: <input type="checkbox"/> Other (Please Specify):
<i>Parent/Guardian Daytime Telephone Number</i>	
<i>Parent/Guardian Signature</i>	

***Students should bring this note to their subschool office upon arriving at school. Failure to check in at the appropriate subschool will result in an unexcused tardy or unexcused absence.***