



## St. Mel's Catholic Academy Early Childhood Center

### School Absence Policy (COVID-19) as per Diocese of Brooklyn

Any child absent from school must have a note from either the parent or doctor explaining the reason for the absence upon return. This also applies to any child sent home from school for a medical reason.

- Nonmedical absence – family related emergency, death in family, family going away, etc. or any other absence from school that is not a medical absence, a signed note from parent explaining the reason for the absence is sufficient.
- Medical absence – if a child is absent from school **OR** sent home from school for any medical reason, the child cannot be admitted back to school without a doctor's note. The doctor's note must state the following:

Note must state a non-covid related diagnosis and clearance to return to school

**OR**

Note must state negative lab based COVID test results

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### Non-Medical Absence Note

Please use this form if your child's absence is **NOT** a medical absence. If your child stayed home from school (or was sent home from school) because he or she was sick, your child must have a doctor's note in order to return to school.

\*Please return this form to school with your child or email to [pviscovish@stmelsacademy.org](mailto:pviscovish@stmelsacademy.org)

CHILD'S NAME:

GRADE:

TEACHER'S NAME:

DATES OF ABSENCE:

REASON FOR ABSENCE:

PARENT'S SIGNATURE: