

First Reminder

Date: \_\_\_\_\_

Dear Parent:

\_\_\_\_\_ was absent from CCD class this week. As you know, only one more absence, excused or unexcused, are allowed for your child to remain in this year's program.

Signature: \_\_\_\_\_

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FINAL NOTICE

Date: \_\_\_\_\_

Dear Parent:

\_\_\_\_\_ was absent from CCD class this week for the second time. As you know, no more absences are allowed for your child to remain in this year's program.

Signature: \_\_\_\_\_

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DISMISSAL NOTICE

Date: \_\_\_\_\_

Dear Parent:

\_\_\_\_\_ was absent from CCD for the third time. As you know, your child has now exceeded the allowed number of absences, excused or unexcused, and is no longer part of this year's program. You may register your child again next year for the same class.

Signature: \_\_\_\_\_

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**Grades 6 – 10**