

Excuses for being absent can now be  
emailed to:

**[chsattendance@clayk12.org](mailto:chsattendance@clayk12.org)**

- **Doctor and Legal Excuses:** Take a clear picture of the excuse and then email it from the school email.
  - Parents/guardians can also email an excuse.
- **Parent/Guardian Notes:** Parents/Guardians can write a note and then students can email a picture of it, or the parent/guardian can email an excuse from the parents/guardian email.

**All parent note excuses must have the student's name, parent name, parent phone number, date(s) of absence and the reason for the absence.**

**This email will be checked daily at 8am.** Any emails after this time will not be received until the next day. All attendance policies according to the Clay County Schools Code of Conduct still apply.