

EMPLOYEE ABSENTEE RECORD

EMPLOYEE NAME		EMPLOYEE ID#
Date of absence	Reason for Absence	
1- _____	_____	
2- _____	_____	
3- _____	_____	
4- _____	_____	
5- _____	_____	
6- _____	_____	
7- _____	_____	
8- _____	_____	
9- _____	_____	
10- _____	_____	
11- _____	_____	
12- _____	_____	
13- _____	_____	
14- _____	_____	
15- _____	_____	
16- _____	_____	
17- _____	_____	
18- _____	_____	
19- _____	_____	
20- _____	_____	

School name _____

Manager's name _____