State of Maine School Elevated Absenteeism Tracking Form

(to be used by attendance secretary)

Name of School _____ **Date** _____

Directions: Use this form to track the daily number of students absent for those illnesses listed below **when absenteeism is greater than 15%**

- List the class or homeroom number of absent students and add a tick mark in the illness category that closely matches the reason each student is out sick.
- Submit the completed form to the school nurse each day.

This information will help the school nurse identify clusters of illnesses among students, so that the spread of infection can be prevented. School nurses are asked to report greater than 15% absenteeism or unusual trends by calling 1-800-821-5821.

Class/ Homeroom	**Respiratory (cough, sore throat)**	**Gastrointestinal (stomach, vomit, diarrhea)**	**Rash (blotchy, itchy skin)**	**Other (refused, unknown, or other illness)**