



Public Health
Prevent. Promote. Protect.

Waukesha County

Student Illness Absenteeism Form

If absentee rate exceeds 15% of student population, classroom, or grade due to similar symptoms, please fax this form to: Waukesha County Public Health Division at: (262) 896-8387

Date of report: _____ School: _____

Person reporting: _____ Contact phone number: _____

Are you reporting excessive absenteeism in (please select one): School Population Classroom Grade

Total number of students: _____ Number absent due to similar illness: _____

Percent absent: _____

Is school working with public health currently regarding this absenteeism report? (please select one): Yes No

If yes, who is assigned Public Health contact: _____

Reason for absences by number:

Percentage:

	COVID-19 Positive Test	
	Flu-Like Illness or Fever	
	Respiratory Illness (NO Fever)	
	GI Illness (Nausea, Vomiting, Diarrhea)	
	Other Illness (Please Specify in Notes)	

Notes: _____

Symptoms of COVID-19 for reference:

Fever (temperature $\geq 100.0F$ or subjective report), Chills, Cough, Shortness of Breath or Difficulty Breathing, Fatigue, Muscle or Body Aches, Myalgias, Headache, New Loss of Taste or Smell, Sore Throat, Congestion or Runny Nose, Nausea or Vomiting, Diarrhea

Please Note:

- **Please fax this form when absentee rate exceeds 15% of student population, classroom, or grade due to similar symptoms.**
- Place number of students absent next to the primary reason for missing school and percentage will auto calculate
- An *illness absence* is an absence that occurs when a parent or guardian reports that the student is out of school due to illness.
 - A student who misses any part of a school day due to illness is counted as one absence (not a half absence).
- A child that is self-quarantining does not count as an illness absence

Questions?

Contact: Waukesha County
Public Health
514 Riverview Ave
Waukesha, WI 53188
Phone: 262-896-8430
Fax: 262-896-8387