# Using the Narraweena PS App to submit an absent note

On the day your child is absent from school:

- Open the Narraweena PS app

- Scroll to the bottom

- Click on 'Digital Forms - General' (under the sections heading)

- In digital forms, select 'Absent Note'

- Complete all details in the ' Absent Note' and submit form

The absent note will be sent directly to the school and forwarded to your child's classroom teacher.