



Prearranged Absence Form

A Prearranged Absence Form must be completed and signed by the teacher and Administrator at least two days prior to the scheduled absence. If your child plans to be out for an extended period of time, the teachers ask that you give at least 1 week notice. Please remember that extended absences have a negative impact on a child's educational progress. All absences will be considered excused or unexcused based on the discretion of the Admissions Committee.

Today's Date _____

Student Name _____ Grade _____

Parent Name _____ Parent Signature _____

Dates (or Times) of Planned Absence _____

Reason for Absence _____

Teacher (select all that apply)

	Teacher's Signature	Homework Due
• Sarah Leinberger	_____	_____
• Steve Eickmann(Algebra 1)	_____	_____
• Tallya Waller	_____	_____
• Elizabeth Fresse	_____	_____
• Kari Lange	_____	_____
• Melia Williams	_____	_____
• _____	_____	_____

Teacher Signature _____ Date _____

Final Date Homework Accepted _____

Administrator Signature _____ Date _____