

Elementary

Planned Absence Form

If you plan to have your student/s out of school for an extended length of time the teachers and Principal would like to know in advance to plan accordingly.

Name of Student: _____

Grade(s): _____

Dates of Planned Absence: _____

Reason for Absence: _____

Parent's Signature: _____

Elementary Principal's Signature: _____

Elementary Principal's Notes: _____