

ADVANCED REQUEST FOR EXTENDED STUDENT ABSENCE

Big Lake Elementary School

In order for the school to consider lengthy absences excused for reasons other than illness or extreme family emergency, we require advance notice. The Principal will then consider the reasons for the absence and whether under state law and Sedro-Woolley School District Policy, we can consider the absence excused, we request that parents fill out appropriate sections of this form completely.

Please return form no later than one week prior to your students' absence. Thank you!

STUDENT'S NAME _____ GRADE _____

TEACHER _____ DATE OF REQUEST _____

REASON FOR ABSENCE (*be specific*): _____

Expected Length of Student Absence: From ___/___/___ Through ___/___/___

I **HAVE** **HAVE NOT** discussed this with the teacher involved and obtained a list of and/or copies of assignments for the student to complete while absent.

In signing this form I agree to do my best to see that the student has completed the assigned schoolwork **by the time he/she returns to school.**

Signed (Parent/Guardian) _____ Date ___/___/___

Signed (Teacher) _____ Date ___/___/___

This Absence Is Considered: Excused Unexcused

For The Following Reason(s):

Signed (Principal) _____ Date ___/___/___

PLEASE DO NOT WRITE IN THIS SPACE - SCHOOL OFFICE USE ONLY