

ABSENCE NOTIFICATION (Gr. 7-12)

STEP 1

PARENTAL APPROVAL & INFORMATION FOR STUDENT ABSENCE:

Student Name: _____ Grade: _____

Date(s) of proposed absence: _____ # of Days Gone: _____

Reason for absence: ___ Vacation ___ Family Occasion ___ Medical ___ College Visit (2/year)

___ Other/Explain: _____

We understand that it is the student's responsibility to make up all assigned work.

Parent Signature: _____ Date: _____

◆ RETURN COMPLETED FORM TO RECEPTIONIST ◆

STEP 2

**** CHECK PORTAL FOR HOMEWORK ****

CLASS PERIOD	TEACHER ACKNOWLEDGEMENT <i>(please initial)</i>	COMMENTS
1 ST hour:		
2 nd hour:		
3 rd hour:		
4 th hour:		
5 th hour:		
6 th hour:		
7 th hour:		
8 th hour:		