



Advance Notification of Student Absence

The school calendar is established in advance. While we realize the value of family time, the planning of vacations while school is in session is strongly discouraged.

In the event that students will be absent from school due to vacation, parents must complete this absence notification form and return it to school before the absence. Assignments, including completion dates, will be given after the absence, as determined by the teacher.

Thank you for your cooperation!

Student Name: _____ Grade/Teacher _____

Student Name: _____ Grade/Teacher _____

Student Name: _____ Grade/Teacher _____

Student Name: _____ Grade/Teacher _____

Date(s) of Absence: _____

Date Returning to School _____

Reason for Absence: _____

Parent Signature: _____

Please return this completed form to the office and it will be forwarded to the teacher.