

PRE-ARRANGED STUDENT ABSENCE REQUEST
BEECHER ELEMENTARY SCHOOL
(For individual student absences only)

NAME _____ TODAY'S DATE _____

I would like to request a pre-arranged absence for the following date(s):

Reason for Request:

Parent's Signature

* * * * *

TEACHER VERIFICATION

(Must have teachers' signatures to be valid.)

Teacher's Signature

*Students/parents are responsible for requesting homework at least **5 days in advance** of the pre-arranged absence. All homework is due upon their return to school.

_____ YES, I am requesting make up work for my child

_____ NO, my child will make up the work when he/she returns to school