



# ELMORE COUNTY BOARD OF EDUCATION

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Richard E. Dennis, Superintendent  
Jason M. Mann, CSFO

## *Elmore County Public Schools* K-12 Student Permission for Pre-approved Absence(s)

Student Name \_\_\_\_\_ Date \_\_\_\_\_

Date of Absence(s) \_\_\_\_\_

I am requesting to miss school for the following reasons:

\_\_\_\_\_

I understand that it is my responsibility to gather assignments from my teachers prior to this absence and make up any work missed during this absence. I agree to turn in all assignments within two days of my return to school and make up any labs, reports, notebook, or other major projects within three days of my return to school. The absences will be coded as unexcused in our student management system and will be changed to excused when the make up work has been completed and submitted. Graded assignments missed will be given upon return to school without remedial instruction. Thank you.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

### **Elementary Permissions:**

Homeroom Teacher \_\_\_\_\_

Principal \_\_\_\_\_

### **Middle/High School Permissions:**

Show this form to all teachers and get them to sign that they have been informed of the absence(s) and then return it completed to the attendance office.

1<sup>st</sup> Period \_\_\_\_\_

5<sup>th</sup> Period \_\_\_\_\_

2<sup>nd</sup> Period \_\_\_\_\_

6<sup>th</sup> Period \_\_\_\_\_

3<sup>rd</sup> Period \_\_\_\_\_

7<sup>th</sup> Period \_\_\_\_\_

4<sup>th</sup> Period \_\_\_\_\_

Principal \_\_\_\_\_

### **For Administrator completion:**

APPROVED

DISAPPROVED

NEED MORE INFORMATION

*Every student empowered. Every student succeeds.*

### **BOARD MEMBERS**

Michael Morgan-Chairman    Dale Bain-Vice Chairman    Leisa Finley    Joey Holley    David Jones    Wendell Saxon    Brian Ward