



# ANTICIPATED ABSENCE FORM

STUDENT NAME	DATE(S) OF ABSENCE
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PURPOSE OF ABSENCE
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This form should be *completed and returned to the office at least 2 days prior* to the Anticipated Absence.  
It should be signed by a parent and all teachers before being turned in to the front office for Administrator approval.

A teacher's signature indicates that arrangements have been made for work that will be missed.

CLASS	TEACHER'S SIGNATURE
1.	
2.	
3.	
4.	
5.	
6.	
7.	

Parent Signature	Administrator Signature
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COMMENTS
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