

**TELLURIDE MIDDLE HIGH SCHOOL
PRE-ARRANGED ABSENCE FORM**

The Telluride School District values the education of all of our students. Research supports that absences from school can have a negative impact on a student's academic progress. With this in mind we ask that families limit and avoid additional absences whenever possible. However, we also understand that missing school is unavoidable at times.

If you know ahead of time that your child will need to miss school for more than one day, please fill out this form and turn it into the office at least 3 days prior to the absence. Teachers will provide work during the absence if it is available and if there is adequate time to prepare it. Upon return, students are required to follow up with the teacher to complete any additional missed work. If the absence is approved, students will be granted the same number of days that they were absent to complete all make up work. If the absence is unexcused they will not be granted additional time.

Date(s) of absence: _____ Total # of missed school days: _____

Student Name: _____ REASON: _____

Parent Signature: _____

Period	Class Name	Work to do	Teacher Signature
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1			
2			
3			
4			
5			
6			
7			

office use only

____Excused (AE) ____ Unexcused (AUE) _____ILL

Administrator's Signature _____ Date _____