

# Pre-Arranged Absence Form

**~~Due 5 school days prior to absence~~**

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

Reason for Absence (please be as descriptive as possible)

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.[illegible]

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*Please submit this form to the office if you are planning to be absent from school for reasons not included in the excused absences (see the attendance policies outlined in the school handbook). As a general rule, it is never recommended for students to be absent during the school year.*

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_