

Mill River Union High School/Middle School

Student Request for Planned Absence

_____ has requested a planned absence for

_____ school days from _____ to _____

Reason: _____

**** Teachers:** Please provide the following information to be reviewed by parents/guardians and administration:

<u>Block A:</u> <u>Comments:</u>	<u>Current Grade:</u>	Recommended Not Recommended	<u>Teacher Initial:</u>
<u>Block B:</u> <u>Comments:</u>	<u>Current Grade:</u>	Recommended Not Recommended	<u>Teacher Initial:</u>
<u>Block C:</u> <u>Comments:</u>	<u>Current Grade:</u>	Recommended Not Recommended	<u>Teacher Initial:</u>
<u>Block D:</u> <u>Comments:</u>	<u>Current Grade:</u>	Recommended Not Recommended	<u>Teacher Initial:</u>
<u>Block E:</u> <u>Comments:</u>	<u>Current Grade:</u>	Recommended Not Recommended	<u>Teacher Initial:</u>
<u>Block F:</u> <u>Comments:</u>	<u>Current Grade:</u>	Recommended Not Recommended	<u>Teacher Initial:</u>
<u>Block G:</u> <u>Comments:</u>	<u>Current Grade:</u>	Recommended Not Recommended	<u>Teacher Initial:</u>
<u>Block H:</u> <u>Comments:</u>	<u>Current Grade:</u>	Recommended Not Recommended	<u>Teacher Initial:</u>

Parents/Guardian: Please review the above information and complete the section below.

I give my child permission to be absent from school from _____ (date) to _____ . I understand that they are responsible to communicate with their teachers regarding the assignments and the materials that they will miss. I also understand that grades could be negatively impacted since much that is presented in class cannot be made up. I also understand that they will be responsible for checking their google classroom to get all homework assignments during the planned absence.

I further affirm that this request for an excused absence (not to exceed 5 days) from school is for the purpose of providing a new educational experience for my child. School administration has discretionary authority to determine the validity of this request.

Parent/Guardian Signature

Date

Administrator Signature

Date

School Administrators will reach out directly to families if the request has not been approved:

Approved

Not Approved