



Prearranged Absence

Note: A prearranged absence is not required for funerals and doctor appointments but absences that are planned in advance should still be communicated to teachers.

Date Submitted: _____

Child's Name: _____

Child's Class/Teacher: _____

Dates of Absence: _____

Reason for Absence:

Parent/Guardian Contact #: _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signed Name: _____

Date : _____