

# Rockrimmon Elementary School Pre-Arranged Absence Notification

Student Name: \_\_\_\_\_

Grade: \_\_\_\_\_ Teacher: \_\_\_\_\_

Date(s) student **will** be absent: \_\_\_\_\_

Please check the appropriate reason for absence below:

- Absences approved by the principal or his/her designee.
- Absences due to temporary illness or injury.
- Absences for an extended period of time due to physical, mental, or emotional disabilities.
- Absences due to being **in** the custody of the court or law enforcement authorities.
- Other Reason: \_\_\_\_\_  
\_\_\_\_\_

**\*\*If this does not fall under the four district approved reasons, this will be an unexcused absence.\*\***

List below the names of other children who will also be absent from school for the same reason:

\_\_\_\_\_  
\_\_\_\_\_

As parent/guardian of \_\_\_\_\_

I have reviewed the information on this form. I am aware of the possible impact that may be created by this absence. At this time, I request the school's administration to excuse my child from school for the indicated dates.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator's Signature

\_\_\_\_\_  
Date