

LAKE DENOON MIDDLE SCHOOL PLANNED ABSENCE FORM

Date _____

This is to serve as a notice of the absence of _____ Grade _____
(Student Name)

from Lake Denoon Middle School from _____ to _____
(Date) (Date)

Reason: _____

The student has the responsibility for arranging completion of work prior to the absence or for assuming responsibility for the work in some way satisfactory to the teachers concerned. Teacher's signature below indicates that teacher is aware of pending absence and a method of making up missed work has been discussed. Signatures do not, however, necessarily imply approval of this absence.

Parent or Guardian

Administrator

Period	Subject	Teacher's Signature

The fully completed form is to be returned to the student Services Office prior to absence.

White – Office
Yellow - Parent