

PRESCHOOL & ELEMENTARY SCHOOL

Student Absence Form

This form is to be used for full-day absences only. Students who plan to be absent from school for reasons other than normal illness must submit this completed form to the school office at least one week in advance of the absence.

Date of Form _____

Student Name _____

Grade _____

Teacher Signature _____

Parent Signature _____

Dates of Absence _____

of Days _____

Principal Signature _____

REASON FOR ABSENCE

Death of a relative

Family emergency

Family vacation

Other, please explain _____

TEACHER COMMENTS
