

RLMS Pre-Excused Absence Form

(STUDENT) _____ in GRADE _____ is
planning to be absent from school on (DAYS/DATES) _____
for the following reason: _____.

Signature of Parent/Guardian: _____.

If not signed above, the school was made aware of the absence by the way of (circle one):

NOTE (attached) Phone Call Other: _____

I hereby give my permission for this absence providing this student has planned for make-up work: (Official Office Signature): _____.

Instruction to Student

1. Have each teacher sign this form in the classes from which you will be absent.
2. Bring this completed and signed form to the office BEFORE you leave.
A copy will be made for you to give to your parents/guardians.

TEACHERS: signatures and homework instructions for student (record assignments on back):

0 Hour	Homework:	<input type="checkbox"/> Hand in before student leaves. <input type="checkbox"/> Handed in upon return. <input type="checkbox"/> Make up after student return.	_____ (teacher)
1st Hour	Homework:	<input type="checkbox"/> Hand in before student leaves. <input type="checkbox"/> Handed in upon return. <input type="checkbox"/> Make up after student return.	_____ (teacher)
2nd Hour	Homework:	<input type="checkbox"/> Hand in before student leaves. <input type="checkbox"/> Handed in upon return. <input type="checkbox"/> Make up after student return.	_____ (teacher)
3rd Hour	Homework:	<input type="checkbox"/> Hand in before student leaves. <input type="checkbox"/> Handed in upon return. <input type="checkbox"/> Make up after student return.	_____ (teacher)
4th Hour	Homework:	<input type="checkbox"/> Hand in before student leaves. <input type="checkbox"/> Handed in upon return. <input type="checkbox"/> Make up after student return.	_____ (teacher)
5th Hour	Homework:	<input type="checkbox"/> Hand in before student leaves. <input type="checkbox"/> Handed in upon return. <input type="checkbox"/> Make up after student return.	_____ (teacher)
6th Hour	Homework:	<input type="checkbox"/> Hand in before student leaves. <input type="checkbox"/> Handed in upon return. <input type="checkbox"/> Make up after student return.	_____ (teacher)
7th Hour	Homework:	<input type="checkbox"/> Hand in before student leaves. <input type="checkbox"/> Handed in upon return. <input type="checkbox"/> Make up after student return.	_____ (teacher)

Assignments

0 Hour Assignments: _____

1st Hour Assignments: _____

2nd Hour Assignments: _____

3rd Hour Assignments: _____

4th Hour Assignments: _____

5th Hour Assignments: _____

6th Hour Assignments: _____

7th Hour Assignments: _____

