

Liberty Christian School
ABSENCE PLANNED IN ADVANCE



Office use only		
EXCUSED: _____	**UNEXCUSED: _____	DATE FORM ISSUED: _____

PARENTS: This form is to be completed for pre-arranged absences. Pre-arranged absences include family vacations, mission trips, or other non-medical reasons that are planned in advance.

- Please complete the information below.
- Sign the form and attach any additional explanation.
- Send this form to school with your student
- Student is to get assignments, due dates, and teacher's signature for each class.
- Return form to the office for final approval at least **one week** before the absence.

_____ **(Student)** has requested to be absent from school on the following dates: _____ for the following reason: _____

The work that will be missed during the absence must be made up BEFORE the absence.

Assignment	Date Due	Teacher's initials
1st period _____		
<input type="checkbox"/> Check Google Classroom		
2nd period _____		
<input type="checkbox"/> Check Google Classroom		
3rd period _____		
<input type="checkbox"/> Check Google Classroom		
4th period _____		
<input type="checkbox"/> Check Google Classroom		
5th period _____		
<input type="checkbox"/> Check Google Classroom		
6th period _____		
<input type="checkbox"/> Check Google Classroom		
7th period _____		
<input type="checkbox"/> Check Google Classroom		

Parent Signature: _____ Student Signature: _____

Principal's signature: _____

****UNEXCUSED absences may result in the student(s) not being able to make up tests or other missed work.****