



# Planned Absence Form

Edgewood Middle School



Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Planned absence dates: \_\_\_\_\_

What date will the student return to school? \_\_\_\_\_

Reason for the absence:

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

Is this student an athlete?      Yes      No

Students are responsible to contact their teachers and collect homework for any days that are missed.

Students are expected to complete and turn in work to their teachers in a timely manner upon their return to school.

Parent Signature: \_\_\_\_\_

Administrator Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

For office use only

Hours Absent: \_\_\_\_\_ Tardies: \_\_\_\_\_ Current Grade: \_\_\_\_\_

