



**Elementary School
Pre-Arranged Absence Form**

This form must be turned in prior to the date of absence.

Student Name: _____ Grade: _____
(Please Print)

Date/s of planned absence: _____

Purpose of absence(s): _____

Parent/Guardian Name: _____
(Please Print)

Parent/Guardian Signature: _____ Date: _____

Sumner School District Board Policy, Regulation and Procedures 3120-P:

In some cases, certain experiences may provide students with valuable educational exposure, which the school cannot duplicate and should not be denied the student. In all such cases prior arrangements are to be made with the school for the period of the absence and the student is required to complete classwork.

Pre-arranged absences may be considered unexcused if it is deemed to cause a serious adverse effect on the student's educational progress RCW 28A.225.010(d).

Teacher Comments: _____

Is it likely this student's absence as requested will have an adverse effect on achievement during this grading period? Yes No

Teacher Signature: _____ Date: _____

This pre-arranged absence will be counted as Excused Unexcused

Principal Comments: _____

Principal Signature: _____ Date: _____