

**Eagle Valley Middle School**

Eric Mandeville - Principal  
Erin Street - Asst. Principal



**Parent-Directed Absence Request**

*\*This form shall be used when a student knows (5) days in advance that he/she will be absent from school. The absence will be considered excused if this is turned in to the office 5 business days in advance of the first day out of school.*

Student Name: \_\_\_\_\_

Student Grade: \_\_\_\_\_

Date of Absence(s) \_\_\_\_\_

Reason for Absence \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_

**Homework will not be given to the student prior to the absence. Please have your student check Schoology for missed work.**

\_\_\_\_\_

*\*Office Use Only*

**Principal Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**The above absence will be :** \_\_\_\_\_ *Excused* \_\_\_\_\_ *Unexcused*