



Student Enrollment Center
enrollment.helpdesk@bvsd.org
720-561-5247

BVSD Prearranged Absence Form

Please return to the school front office

We are concerned about any absence which takes a child away from school. Completion of this form is required when your child will be out for an extended period of time; in excess of three school days. This absence must be approved & signed by the principal or designee for the absence to be considered excused. Upon approval, please discuss this absence with your child's teacher so that arrangements may be made to assure that missed work can be completed in a timely manner.

Student Name: _____

Grade: _____

Teacher: _____

Dates Out of School: _____ Date of Return: _____

Reason for Absence:

Parent Signature: _____ Date: _____

Administrator Signature: _____ Date: _____