

ATHLETICS ANTICIPATED ABSENCE FORM:

Due to Molly French (mfrench@lwhs.org) by 4PM on the SCHOOL DAY prior to the absence

For ex: Monday dismissal, it would be due by 4pm on Friday

Your Name: _____

Grade Level: _____

Team: _____ Date/Blocks of Your Absence: _____

I, full name, agree by using this form that I am responsible for gathering assignments and making arrangements to complete any work I will miss as a result of my absence. I understand my teacher/s can expect work due **prior** to my departure or on assigned due dates.

STUDENT-ATHLETES:

1. **Share this form via Google docs: Make a copy of this form & label your document w your full name first.** Use the Share feature to send this to your teachers and/or advisor, knowing that you still need to talk with them.
2. **Signatures:** Please obtain all signatures from Teachers and Advisor --if applicable.
3. **Permission:** You **must have a conversation** with your teacher about your missed work, class work, and/or possible follow up meeting **BEFORE** your teacher signs this form. It's your responsibility to find your teacher in time (talk to them right before or after class, for example).
 - a. **Teachers will decide if you may leave early.** Usually you may have early dismissal, but you may NOT get permission to leave early, especially if you have missing work or if you have a grade below C in a class.
4. **Deadlines:** Unless there is a stated reason, work must be completed by the time that students return to classes OR by an agreed-upon time decided with the teacher. Otherwise, that work may be considered late.
5. **Share** with Molly French by 4pm on the school day prior to your absence.

TEACHERS: Sign only once you have communicated with your student about the above items. (See signature section below.)

TEACHERS: Sign only once you have communicated with your student about the above items.

Block, Class & Teacher Name	Teacher Signature (typed by teacher)	Work to complete before absence and date for follow up meeting <i>(Optional for Teacher)</i>
FOR EXAMPLE: <i>D, English 1, Ogden</i>		
Advising/Assembly, if applicable	Advisor:	

Then please give your completed form to Molly French at the Front Desk by sharing it with her at mfrench@lwhs.org. Due by 4pm the school day PRIOR to the athletics absence. Thank you!

