

Pre-Arranged Absence Form

Lake Stevens Middle School
Attendance Office (425)335-1544

- Student's Procedure:
1. Obtain parent's signature/note.
 2. Route this form to each teacher.
 3. Return this form to the Attendance Office before the date(s) of your absence.

Today's Date: _____

In keeping with the current attendance policy of the Lake Stevens School District, students may be excused from school for special family activities if prior arrangements are made.

_____ will be absent from school from
(Please print student's full name on above line.)
_____ through _____
(date or dates student will be gone.)

I understand that it is the student's responsibility to gather homework from their teachers for the time that they will be gone.

State the reason for the absence: _____
(vacation in Hawaii, funeral in CA., etc.)

Parent/Guardian Signature

<u>Subject</u>	<u>Teacher's Signature</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____