

Bush Middle School
2120 83rd Ave SW
Olympia, WA 98512
 Attendance Office:
 360-709-7404 Fax: 360-709-7402

Student Name: _____
Grade: _____
Absence Date(s): _____
Reason for Absence: _____

Pre-Planned Absence Form

Families should avoid scheduling vacations or travel while school is in session. If a family vacation or travel must occur while school is in session, it must be pre-arranged prior to the first date of the absence and approved by the principal (or designee).

Pursuant to district Procedure 3122P, the principal (or designee) may excuse up to five (5) school days for a prearranged absence per student each school year.

Assignments requested for a pre-arranged absence will be provided to the student or parent/guardian if requested three (3) school days prior to the absence. **Please Note:** Not all learning activities/opportunities can be reproduced outside of the classroom.

Period	Subject/Class	Comments	Grade	Teacher Signature
0				
1				
2				
3				
4				
5				
6				

I have reviewed the teachers' comments and understand the possible academic/attendance implications of my student's absence from school on the date(s) indicated above.

Parent/Guardian signature

Date

Phone

Administrator signature

Date

Number of days excused