BEREA CITY SCHOOL DISTRICT
390 Fair Street Berea, Ohio 44017
Planned Absence Form

Students are permitted, though not encouraged, to go on a family vacation during the school year. Absences of this nature do require this form to be completed prior to the start of the anticipated absence from school. After approval of this form the time missed will count as an authorized, excused absence. If form is not submitted, students will be marked absent and unexcused. Students must assume full responsibility for any missed assignments given and turned in at the time of return to the assigned teacher.

Students Name_____Grade_____ID_____

First Date of Absence_____Students Date of return_____

Parent/Guardian Printed Name_____

Parent/Guardian Signature_____

Signature of Classroom and Study Hall Teachers Required

CLASS PERIOD	TEACHER SIGNATURE	COMMENTS
1		
2		
3		
4		
5		
6		
7		

Signature of Assistant Principal _____

Signature of Attendance Office _____