



APPLICATION FOR PRE-ARRANGED ABSENCE (PAA)

Student Name: _____

Grade: _____ Date(s) of Absence: _____ to _____

Reason for Absence: _____

Parents should carefully consider the potential impact on the student when planning vacation during the academic year.

I am requesting a PAA and my student's school work at least 3 days prior to their absence. Students will be able to make up work for excused absences. They will receive one day for each day of an excused absence.

Parent/Guardian Name Signature

- PROCEDURE:**
- 1. Parent request a PAA form for each child.
 - 2. **Elementary** parents, please submit form to office. Office will submit to teacher. **Secondary** students, for homework requested in advance - take form to each teacher for completion and then present to secondary office.

Teacher's Initials	Class	Assignments/Homework

Administrator Signature: _____ Date Submitted: _____