

Tod Harrison
Superintendent
Jeremy Stewart
HS Principal
Tina Moon
MS Principal
Annie Keehn
HS/MS Asst. Principal

Bethel Public Schools

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Shawnee, OK 74801
(405) 273-0385
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Tammy Cook
Upper Elem. Principal
Jenny Affentranger
Lower Elem. Principal
Bryan Jennings
Athletic Director

Date: _____

Regular attendance is expected in order to receive a proper education. Students are expected to attend school. Parents should make every effort to encourage students to attend. Students will be limited to a maximum of seven (7) absences in any one calendar semester. Any student accumulating over seven (7) absences in any one calendar semester will receive a zero (0) for any and all assignments, including tests, in any classes in which they are accumulated over seven (7) absences.

Pre-arranged absences will be limited to a maximum of five (5) in any one calendar semester and a maximum of seven (7) in an entire school year. Pre-arranged absences would include those situations in which a parent/guardian deems it necessary that a child miss school for reasons such as observation of religious holidays, family trips, etc. **These absences must be pre-arranged by obtaining the respective principal's approval at least three (3) school days prior to absences.** Prior to pre-arranged absences, students must confirm with their principal the absence itself and obtain class work missed from each of their teachers. **All work must be handed in the day the student returns to class. IF not, then this reverts to just an absence.**

Student's Name: _____

Dates of Pre-Arranged Absences: _____

Reason for Pre-Arranged Absences: _____

Assignment Sheet picked up by student for teachers: _____

Parent's Signature: _____

Principals' Approval:

Make-Up work can be picked up on: _____

All Make-Up work is due no later than: _____
(The day student returns to class)

Registrar's Signature: _____

"Achieving Excellence in a School of Excellence"