

PLANNED ABSENCE FORM

Prior to leaving you are to meet with all your teachers to determine assignments to be completed and due dates. **You are required to meet all expectations set.**

Date(s) of Absence:

Parent / Coach / Sponsor:

Name:

course	teacher initials	assignments, tests, due dates
		Test / Exam Date and Time:
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NOTE: Failure to meet the due dates, without prior consent for an extension (unless there are extenuating circumstances), will result in the student:

- a) receiving zeros for the assignments / tests. The student is still required to complete the assignments, and
- b) possibly being denied permission to attend school trips later in the school year.