



## CANTERBURY MIDDLE SCHOOL ABSENCE FORM

Name: \_\_\_\_\_ Date: \_\_\_\_\_

As stated in the Middle School Parent and Student Handbook, "Major assignments or tests frequently occur right before or after vacations, and leaving early or returning late from vacation is strongly discouraged. Parents are urged not to take their children out of school for personal vacations. There is no way classes missed can be made up, and the absent child suffers most." Nonetheless, the school recognizes that there will be times when students must miss school. This form will help students manage the missed materials and notify the school of the absence. Please obtain signatures from: parent(s), No. 1; teachers, No. 2; and the Middle School director, No. 3; *in that order*. Students are responsible for submitting all homework either prior to or immediately after their excused absence, as directed by their teachers.

Completed form must be turned into the Middle School office at least two (2) days in advance of the intended absence.

### Dates and school days student will be absent AND the reason for your absence

Date(s): \_\_\_\_\_ Reason: \_\_\_\_\_

### Signatures

1. I approve of the above absence from school for my child.

Parent or Guardian: \_\_\_\_\_

2. I understand that the student will be absent from school on the above date(s). I have also indicated the date that the student will need to turn in missing assignments or make up in-class work.

Period	Teacher	Date Assignment Due (before/after)
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____

3. I acknowledge this student's absence on this date for the reason listed above.

\_\_\_\_\_  
Lars Kuelling, Middle School Director

\_\_\_\_\_  
Date Received