

MARGARETTA HIGH SCHOOL/ MIDDLE SCHOOL REQUEST TO BE ABSENT

I, _____(Student Name), am requesting to be absent from school

On the following dates(s): _____,20_____.

Therefore, I am requesting my teachers allow me to do my school work prior to the date(s) listed above or give me school work to take with me. I understand that the time I am absent will be counted toward attendance requirements for the school year in accordance with the Margarett Local Schools attendance policy as stated in the student handbook. I have listed my courses below and have contacted each teacher personally and received their instructions.

Student Signature _____ Date _____

PERIOD	SUBJECT	Teacher's Signature
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		

We, the undersigned, do give permission for our child to be absent from school on the date(s) listed above. Our child will sign acknowledging the understanding that permission will be granted only if all work is completed or assigned by the teacher prior to the absence. We too, understand that this absence counts toward the school year attendance requirements in accordance with the attendance policy which is in the student handbook.

Parent/Guardian Signature _____ Date _____