

**ROCHESTER SCHOOL DISTRICT NO.401
PRE-PLANNED ABSENCE**

This pre-planned absence form is provided to a student after their parent/guardian sends a note requesting a pre-planned absence or for approving student participation in school-sponsored activity requiring absence from class (es).

_____ is requesting a planned absence from
(Student Name)

_____ to _____ for the following reason: _____
(date) (date)

****Please sign and list the assignments for the student under the appropriate period and class.****

Class	Teacher	Assignment	Due by	Recommendation for student to go	
				Yes	No
1.					
2.					
3.					
4.					
5.					
6.					
7.					

*Principal (or designee), parent, guardian or emancipated youth mutually agreed upon approved activity provided that such excused absences shall not be permitted if deemed to cause a serious adverse effect upon the student's educational progress consistent with RCW 28A.225.010.

Parent Signature

Administrator Signature

Attendance Secretary Signature

Student Sign-off _____