



TRI COUNTY MIDDLE SCHOOL EXTENDED PLANNED ABSENCE FORM

DEAR PARENTS,

IN THE MIDDLE SCHOOL HANDBOOK, PROVISIONS ARE MADE FOR A STUDENT TO BE EXCUSED FROM SCHOOL DUE TO EXTENDED VACATIONS, HUNTING, ETC. THE PRINCIPAL MAKES THE DECISION BASED ON THE FOLLOWING CRITERIA.

1. THE EXTENT OF EARLIER ABSENCES
2. SUCCESSFUL ACADEMIC PERFORMANCE
3. GENERAL OVERALL PERFORMANCE AND BEHAVIOR

TO REQUEST AN EXTENDED OR PLANNED ABSENCE, PLEASE COMPLETE THE FOLLOWING INFORMATION:

STUDENT NAME \_\_\_\_\_

DATE OF ABSENCES \_\_\_\_\_

REASON FOR ABSENCE \_\_\_\_\_

PARENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**PLEASE RETURN** THIS FORM TO SCHOOL WITH YOUR CHILD SO YOUR CHILD'S TEACHER CAN PROVIDE INPUT. AFTER YOUR CHILD HAS HAD EACH TEACHER SIGN THIS FORM, **YOUR CHILD IS TO RETURN THIS TO THE OFFICE.** A COPY OF THE COMPLETED REQUEST WILL BE GIVEN TO YOUR CHILD TO TAKE HOME.

	<u>TEACHER</u>	<u>APPROXIMATE GRADE</u>	<u>RETURN WORK TO SCHOOL</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____

APPROVED / NOT APPROVED

PRINCIPAL \_\_\_\_\_