

NORTH WHITE JR/SR HIGH SCHOOL  
REQUEST FOR PRE-ARRANGED ABSENCE

Please Read Carefully

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**PARENT SECTION**

I request that my son/daughter \_\_\_\_\_ be granted permission to be absent from school for the following reason:

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on the following dates: \_\_\_\_\_. I have read the attendance policy of the North White Jr/Sr High School and realize the implication of this absence in terms of total days missed.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**TEACHER SECTION**

Students have the responsibility of contacting each individual teacher to arrange for missed work. Students should make these arrangements two weeks in advance of vacation. Teachers please initial to indicate your knowledge of this pre-arranged absence.

Period 1 \_\_\_\_\_ Teacher \_\_\_\_\_ Period 5 \_\_\_\_\_ Teacher \_\_\_\_\_

Period 2 \_\_\_\_\_ Teacher \_\_\_\_\_ Period 6 \_\_\_\_\_ Teacher \_\_\_\_\_

Period 3 \_\_\_\_\_ Teacher \_\_\_\_\_ Period 7 \_\_\_\_\_ Teacher \_\_\_\_\_

Period 4 \_\_\_\_\_ Teacher \_\_\_\_\_

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**ADMINISTRATIVE SECTION**

Administrative Signature: \_\_\_\_\_ Date: \_\_\_\_\_