

# 6th, 7th & 8th Grade PRE-EXCUSED PERMISSION FORM

If a student is aware he/she will be absent from school due to doctor/dentist appointments, surgery, family trips, class trip, etc., he/she should do the following:

1. Get a "Pre-Excused Permission Form" from the office.
2. Have a parent/guardian fill out and sign the bottom portion of the form.
3. Get assignments from teachers whose classes will be missed, and have the teachers sign the form when classroom obligations have been met.
4. Turn in form to the office the day before the absence. **Make sure all absence dates, teacher signatures, and parent/guardian signatures are filled in.**
5. Turn form into teacher in charge of school project, class trip, etc. the day before the class activity.

Period	Class	Assignments	Teacher's Initials
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____
6	_____	_____	_____
7	_____	_____	_____
8	_____	_____	_____

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My son/daughter \_\_\_\_\_ has my permission to be pre-excused on  
Student's Name

\_\_\_\_\_ from \_\_\_\_\_ until \_\_\_\_\_ for the  
Date(s) of Absence Specify Times (if partial day)

following reason:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date