

**North Kitsap School District
Prior Approved Absence Request Form**

General Information: Board Policy 3122 permits students to be excused from attending school at parent request provided that the absence causes no adverse effect on the student's educational progress. The policy also allows students to make-up assignments missed during the absence so that their grades are not adversely affected by the absence.

Please complete this form and return it to the office as soon as possible.

Student Name _____ School: Vinland Elementary

Teacher _____

Dates of anticipated student absence: from _____ through _____
(1st day) (last day)

Reason for absence: _____

Parent/Guardian Signature _____ Date _____

Please return this form to the registrar in the office

Teacher's Signature _____ Date _____

Request: Approved Disapproved

If disapproved, give rationale _____

Principal's Signature _____ Date _____

Students are encouraged to submit this form to the office no later than one week prior to absence to allow adequate time to complete the agreed upon assignments. Parents/guardians are expected to monitor the student's progress toward assignment completion.

Homework assignment(s) _____

Completed per contract: _____ Date _____