

A Parent Note Must Be Attached Before Request Will Be Considered

Homework Request for Pre-Approved Absence

Please note as stated in the Student/Parent Handbook:

- Students must notify the principal at least **FIVE SCHOOL DAYS** prior to the absence. Failure to do so will result in unexcused absences and no credit for the work missed.
- Absences will not be approved during state tests, semester exams, or final exams.
- No more than 5 days may be approved in a school year.
- Please refer to the Student/Parent Handbook for additional details.

We/I would like to request that my student _____ be excused for an extended absence. My student will be absent from school on the following date(s): _____. We request tentative assignments for the above dates. As parents, we understand our responsibility to see that our child completes the work missed during this interruption of the educational process. We realize there will be teacher presentations, re-view sessions, film, tapes and other enriching experiences that cannot be made up.



Parent Signature

Date

Scott Butler, Principal

Date

Class	Grade Average	Teacher Comments	Teacher Initial
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Lebanon High School