



Extended Student Absence Permission Form



Section 1: For Parents To Complete

Student #1: Student Name:..... Grade:.....

English Kindergarten English Primary Khmer Primary Chinese Class

Student #2: Student Name:..... Grade:.....

English Kindergarten English Primary Khmer Primary Chinese Class

I, _____, am related to the student as his/her/their _____.
Your Name

I would like to inform the school that my child/children will be absent from school for an extended period of time (more than 3 days)

from Date:..... To Date:.....

Reason for Absence.....
.....

My child/children will return to study on

Missed school work:

During my child's absences,

- Please keep his/her school work at school until he/she returns.
- I will arrange for someone come to school to pick up their missed work daily.
- Please send their work to the email address specified _____
(Please note the school will only send work on the last working day of each week – i.e. Friday)

Parent Signature Date

Section 2: For School To Complete

Seen and approved by: _____ Date _____
Administrator Date

Note to PA: Please make sure parents bring home **student textbooks**.