

**Prearranged Absence/Family Vacation Form**  
Stark County Elementary School

**Please turn in this form a minimum of one week prior to a prearranged absence.**

**Student(s) Name:** \_\_\_\_\_

**Grade(s):** \_\_\_\_\_ **Teacher(s):** \_\_\_\_\_

**Date(s) of Absence:** \_\_\_\_\_

**Reason for Absence:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**School work requested?**                      **YES**                      **NO**

**Work should be completed during the absence and turned in immediately upon return if the teacher is able to provide it in advance.**

**Parent Signature:** \_\_\_\_\_

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For office use only:

**To be completed by principal...**    \_\_\_\_\_ **Excused**                      \_\_\_\_\_ **Unexcused**

**Principal's Signature:** \_\_\_\_\_

**Notified:**

\_\_\_\_\_ **Office Secretary**

\_\_\_\_\_ **Classroom teacher(s)**