

WILSON CREEK SCHOOL DISTRICT

PO BOX 46 | 400 NAVAR STREET
WILSON CREEK, WA 98860

TELEPHONE (509) 345-2541
FAX (509) 345-2288

Pre-arranged Absence Form

The Wilson Creek School District considers regular attendance to be a necessary part of student learning. It is the district’s desire to instill a sense of responsibility in each student that will carry over into the world of work. Students, in concert with their parents/guardians, are responsible for establishing and maintaining prompt and regular attendance as prescribed in the compulsory Attendance Law of the State of Washington (RCW 28A.225.10 and RCW 28A.225.20).

Excused absences are those resulting from illness, medical/dental appointments and those pre-arranged with the principal by parents. If the student is ill and cannot attend school for the entire day, he/she will not be able to participate in any co-curricular or extra-curricular practices or activities. It is required that a note or phone call notification from the parents must be received to excuse an absence. If a note or phone call is not received within two (2) school days following the absence, the absence will be marked as “unexcused. “If an absence is excused, the student shall be permitted to make up all missed assignments outside of class under reasonable conditions and time limits established by the appropriate teacher.

This form is to notify you that my child, _____, will be out of school from _____ to _____. My child will be _____. We would like to obtain their grades as well as any homework they can do while absent so as not to fall behind in class. (Please fill out one week in advance.)

Parent signature: _____ Date: _____

Principal’s signature: _____ Date: _____

Class	Teacher	Assignment