

Contra Costa Christian Schools

PRESCHOOL THROUGH HIGH SCHOOL

REQUEST FOR EXCUSED ABSENCE

Grades Preschool through 5th

Please complete this form for a vacation or other planned absences of one full-day or longer.

Please refer to the school handbook for information on excused absences.

This page is due in the office one week prior to the absence.

Student Information

Student's Name: _____ Grade: _____

Address: _____

Dates of Anticipated Absence: _____

Reason for the Absence:

Student's Teacher: _____

Signature of Parent _____

Date _____

Telephone Number _____

Administrative Approval: _____

Attendance Secretary: _____

