



**PINECASTLE**  
CHRISTIAN ACADEMY

## Elementary School Pre-Arranged Absence Form

*\*\*Must be returned at least 3 school days before leaving*

Student Name \_\_\_\_\_

Parent Name \_\_\_\_\_

Teacher \_\_\_\_\_ Grade Level \_\_\_\_\_

Date of Form \_\_\_\_\_

Reason for Absence \_\_\_\_\_

\_\_\_\_\_

Day Leaving \_\_\_\_\_

Day Returning \_\_\_\_\_

Assignments are to be completed in allotted time frame per teacher's instruction before being counted as excused.

Administrator's Signature \_\_\_\_\_

Date \_\_\_\_\_

Absence Excused \_\_\_\_\_ Absence Unexcused \_\_\_\_\_