



South Kamloops Secondary School Planned Absence Form



When you miss class, you miss explanations, clarifications, discussions, and opportunities for feedback. More importantly, when you miss, you are unable to achieve your very best. In order to help you reach your potential we have designed an attendance program to:

- increase your success by promoting daily attendance, and
- help you develop responsibility in preparation for attendance expectations in your future career.

As part of our attendance program, please make sure your teacher signs this Planned Absence form at least one week before you are away. Upon return, you need to show your completed work to your teacher and get them to sign that it is completed.

Awareness of Absence (Teacher's Signature)	Subject	Assignments to Be Completed	Work is completed (Teacher's Signature)

Student Name: _____

Date(s) Absence: _____

Student Name: _____

Date(s) of Absence: _____

Reason for Absence: _____

Parent Signature: _____