

FOR OFFICE USE

- () Approved
- () Denied

SAINT KATHARINE DREXEL SCHOOL

503 South Spring Street

Beaver Dam, Wisconsin 53916

Phone: 920-885-5558 Fax: 920-885-7610 Website: www.skds.org



PRE ARRANGED ABSENCE REQUEST GRADES K - 5 (FOR PARTIAL OR FULL DAY ABSENCE)

Student Name	Grade	Phone#	Today's Date
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1. Date(s) & Time(s) of pre-arranged absence request: _____
2. Reason for request: _____

3. Parent/Guardian Signature: _____
4. Preliminary approval (Teacher initials) _____

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