



Anvil City Science Academy Planned Absence Form

Form must be submitted at least one week prior to a planned absence of three (3) or more days. Complete one form for each student.

CONTACT INFORMATION

_____	_____	_____
Student Name	Grade Level	Number of prior absences*
_____	_____	_____
Parent/Guardian Name	Email - please print neatly	Phone

* The number of prior absences may be obtained from PowerSchool.

DATES AND REASON FOR ABSENCES

Dates of absences: From _____ To _____. Total school days: _____

Reason for absences: _____

MAKE-UP WORK EXPECTATIONS

MATH: The math textbook is available online at bigideasmath.com with no password required. It is strongly advised that your child keep up with their math assignments while away. Math assignments are posted in the daily email and on Google Classroom. In most instances, assignments may be submitted online through Google Classroom. Some assignments may not be available online, and will need to be completed upon return to school.

My child will be submitting math assignments through Google Classroom while away. YES___ NO___

READING: All students are expected to read 30 minutes each day and complete a reading log. The weekly reading log may be found on Google Classroom. There may be additional reading work that will need to be completed upon return to school.

My child will read for at least 30 minutes each day and complete their reading log while away. YES___ NO___

If your child does not complete the reading log while away, they will need to make up the reading time and complete the log upon their return to school.

ABSENCE ASSIGNMENT FORM: Upon their return to school, your child must check Google Classroom and other sources to determine the work that is due in each class and complete an **Absence Assignment Form**. Your child must submit the form to their teachers for them to sign off, and finally to the school secretary. The school secretary will email a copy of the completed form to the parent/guardian before returning it to the student.

Failure of your child to complete the Absence Assignment Form may result in a grade of ZERO for missed work.

PARENT/GUARDIAN ACKNOWLEDGEMENT

I acknowledge that these absences may jeopardize my child's academic progress and that the absences will be included in my child's cumulative absence count. I understand that upon their return, my child is responsible for completing an **Absence Assignment Form** and I will ensure that my child completes all assignments by the due date(s) listed on the form.

_____	_____
Parent/Guardian Signature	Date