# LINCOLN MIDDLE SCHOOL
## Pre-Approved Family Absence Form

**This form applies to family vacations or other pre-planned family absences.**

**Student Name:** _____ **Grade:** _____

**Date(s) of Absence:** _____

**I request approval for my son/daughter to be absent from school for the following family reason:**

_____

_____

_____

**Absence approval:**

**Parent/Guardian:** _____ **Date:** _____

**Associate Principal:** _____ **Date:** _____

**Student Responsibility:**

___ **I have turned in the completed form to the Lincoln office in advance.**

___ **I have notified my teachers of my absence date(s).**

___ **I have indicated homework missed in my student planner.**