



Staff Absentee Form

Name: _____

Date: _____

Date(s) to be absent: _____

Morning _____ **Time of Departure** _____; **Afternoon** _____ **Time of Departure** _____
_____ **All Day**

Reason for Absence:

Lesson plan(s) will be located

Date(s) to be absent:

Morning _____ **Time of Departure** _____; **Afternoon** _____ **Time of Departure** _____
_____ **All Day**

Reason for Absence:

Lesson plan(s) will be located

Administration comments:

Approved by: _____ **Date:** _____