



14100 Somerset Blvd SE  
BELLEVUE, WA 98006  
PHONE: (425) 456-5800

SOMERSET ELEMENTARY

www.bsd405.org

### REQUEST FOR EXCUSED ABSENCE

(For absences other than illness, medical appointments, or religious observance)

WAC 392-121-108 states if a student is absent for 20 school days or more they must be officially withdrawn by the school. Also, when they return to Somerset after withdrawal, their previous placement will be reviewed but cannot be guaranteed. It will be necessary to re-register when the student returns.

#### PRIOR APPROVAL REQUIRED

Student Name \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Date(s) of Absence \_\_\_\_\_

Reason for Absence \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dates of other such requests (during elementary years) \_\_\_\_\_

Will the student be returning to the same residence upon return? \_\_\_\_\_

Plans to maintain academic skills: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Relationship to Student

#### Staff Review:

Student is achieving at or above grade level? \_\_\_\_\_

Estimated Impact on academic performance? \_\_\_\_\_

**Comments:** Missing any amount of classroom instruction adversely impacts a student's learning. Giving homework during the vacation/absence cannot make up for the loss of instruction time with peers and the teacher.

**Decision:** This request for absence is considered:  
(District policy only allows for 5 days per school year to be excused  
For personal/family reasons)

Excused

Unexcused

\_\_\_\_\_  
Teacher Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date



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Please Note: Please check with your student's teacher about any work needing to be made up.