

BETHEL CHRISTIAN ACADEMY ABSENCE REQUEST AND REPORT

Student Name _____ Grade _____

Date of Absence _____ to _____

Reason for Absence _____

_____ Today's Date

_____ Parent's Signature

_____ Today's Date

_____ Administrator's Signature

Subject	Assignment	Date Due	Date In	Parent's Initial	Teacher's Initial
Bible					
Math					
Reading					
Language					
Phonics					
Writing					
Spelling					
Social Studies					
Science					
Health					
Art					
Gym					
Computer					

- Parents must submit a written note indicating the date of, and explanation for, the proposed absence.
- The Absence Request and Report Form must be signed by the parent and submitted one week prior to the student's absence.
- Assignments will be ready for pick-up the day before your requested absence.
- Students must check for additional assignments upon their return.
- **All assignments must be completed and turned into the student's teacher in order for the absence to be excused.**

PLEASE TURN THIS SIGNED REQUEST TO THE BCA OFFICE