

**LINO LAKES ELEMENTARY
PRE-ARRANGED ABSENCE REPORT**

Because of federal NCLB (No Child Left Behind) penalties, it is imperative
that your child attend school during MCA testing.

Please ask school for testing dates before filling out this form.

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

**We, the parents/guardians of the student named above are requesting that
he/she be excused from school for the following reason:**

Date(s) student will be absent:

Signature of parent/guardian

Date

Signature of principal

Date

**To The Student: You are totally responsible to make up all the work missed
during this absence. You should turn in required work upon returning to
school.**

**This form should be completed and turned in to the office prior to absence.
FAILURE TO TURN IN THIS REQUEST WILL RESULT IN THE
STUDENT NAMED ABOVE TO BE CONSIDERED UNEXCUSED.**

Teacher Comments:

Signature of teacher

Date