

Lackland ISD

Notification of Student Extended absence

Note: An extended absence is an absence for 3 or more consecutive days.

Today's Date

Student Name

Teacher Name

Date of Absence

Student's Address _____

Parent's Daytime Phone Number _____

Reason:

☐ Visit with parent, stepparent, or legal guardian who is an active military duty member of the uniformed services and has been called to duty, is on leave from, or is immediately returned from continuous deployment of at least 4 months outside the locality where the parent/guardian regularly resides. **Maximum of 5 days will be allowed per school year.**
[Documentation to support the call to duty, leave, or return from deployment shall be submitted with the request.]

☐ Other reason: _____

Parent Signature

+++++

For Office Use Only

(circle one)

Excused

Unexcused

Principal

Date

Copies to: Parent Teacher PRC Attendance Clerk