



2020-2021 Pre-Excused Absence Request

3100 Tates Creek Road Lexington, Kentucky 40502

(859) 422-5705 * www.lexingtonchristian.org

Realizing that the need for extended absences occurs during the school year, we ask that you fill out the following information when requesting to take a leave of absence. Upon completion, it will need to be signed by the director. Please fill out this form at least one week prior to leaving to give the director time to approve. Fill out a sheet each time a student will be for two days or longer.

Parent's Name _____

Child's Name	Grade	Teacher

Reason for absence _____

Date(s) of absence _____

Parent's Signature _____

Date _____

Director's Approval _____ Date _____