

**GRANDVIEW HIGH SCHOOL
TEACHER-SPONSORED FIELD TRIPS
ADVANCED NOTICE OF ABSENCE FROM CLASS**

Name: _____ Student ID# _____

Date(s) of Absence: _____ Time: _____

Teacher sponsoring Field Trip: _____

Reason: _____

DIRECTIONS: Teachers should sign to indicate that they have been notified that a student will be absent from class due to an approved instructional field trip. If the student's absence would cause academic hardship, please indicate below. The sponsoring teacher will contact you.

SUBJECT INSTRUCTOR EXT. COMMENT/CONCERNS

1A.
2A.
3A.
4A.
1B.
2B.
3B.
4B.

I am aware of my child's performance in his/her courses and give my permission of this absence.
(Parents should not sign this form until completed by teachers).

Parent

Signature: _____

Date: _____

TEACHER SPONSORED FIELD TRIPS: This form must be returned to the sponsoring teacher by _____. The sponsoring teacher will file it with the attendance office.

**It is the student's responsibility to discuss the pending absence with each of his/her teachers to determine the timeline for making up assignments*