

Notice of Student Release From Class
For extracurricular activities or other school related events

Sponsor:

- 1) Complete information **AT LEAST A WEEK IN ADVANCE** of event.
- 2) Sponsor signs and gets approval / signature from Administrator
- 3) Form is to be returned to **LESLIE**. **All forms are filed with daily attendance records.**
A copy will be sent out to the faculty/staff for use in their classroom/cafeteria preparations for this day.

Event: _____ Where: _____

Date _____ Time _____ leaving

Date _____ Time _____ returning

The following student(s) will be participating in the above stated activity. Please excuse these students from class:

1	21
2	22
3	23
4	24
5	25
6	26
7	27
8	28
9	29
10	30
11	31
12	32
13	33
14	34
15	35
16	36
17	37
18	38
19	39
20	40

Sponsor's Signature: _____ Date: _____

Telephone # in case we need to contact you: _____

Administrator's Signature: _____ Date: _____