

Reminder for Pre-Arranged Absences

When your student is going to be absent from school for family events that cannot be scheduled at another time, your student should pick up a Pre-Arranged Absence form from our Attendance Office. The form is also available on our school website, <http://www.lwsd.org/school/ejh>, in the For Parents section. The form should be completed and submitted to Ms. Liz Duncan, our Attendance Secretary, one week or more before the planned absence. Students should talk with their teachers about the absence and develop a plan to make up missed work.