



OAK MOUNTAIN

A C A D E M Y

Oak Mountain Academy provides a challenging college-preparatory education in a safe family environment. The school nurtures the ethical, spiritual, and physical development of students as they become confident leaders inspired to serve.

Lower School Prior Approval For Absence Form

Please complete the parent portion below and submit this form to your **child's teacher** at least **two weeks prior** to anticipated absence.

Parent to Complete:

Student Name: _____ Date Submitted: _____

Name of Parent completing form: _____

Date of absences: _____ to _____

Reason for absence: _____

Teacher to Complete:

Teacher(s): _____

Current Averages: Math: _____ Reading: _____ ELA: _____

Behavior: _____

Dean to Complete:

Before the absence, parent and student should discuss work to be missed with each teacher and determine a procedure for making up missed work.

☐ Approved for Excused Absence(s)

☐ Not Approved. Students' absence(s) will result in Unexcused Absences

Dean's Signature: _____ Date: _____

Complete this section AFTER Dean's decision and return this form by: _____

I have reviewed the OMA policy regarding Excused and Unexcused Absences and understand the Dean's decision regarding this requested absence.

Parent Signature: _____ Date: _____