



STUDENT PLANNED ABSENCE FORM

This form should be completed by parents whose children will be absent from school for vacation or other parent initiated reasons. The parent should complete the top section of the form and the student should present this form to each teacher for signature.

Unfortunately, some vacations or predictable absences must occur while school is in session. Generally, the school believes that children should accompany their parents and that a family vacation can be of educational value in itself.

However, while a teacher may be able to provide some work in advance, parents must realize that in many subjects work missed cannot be duplicated. Also, parents should realize that an entire course (or courses) may be jeopardized unless the student accepts responsibility to complete the work missed.

Finally, it is important that students personally inform each of their teachers of an anticipated absence due to a family vacation.

I understand the above _____ Date _____

Parent Signature

My son/Daughter _____ Grade ____ will be absent from

School from _____ until _____ inclusive.

BLOCK COURSE TEACHER SIGNATURE TEACHER COMMENT

1			
2			
3			
4			
X			

Please return to the Office so that the absence can be recorded.