

REQUEST FOR EXTENDED ABSENCE FOR THREE OR MORE DAYS OF SCHOOL

This form must be submitted 10 school days before departure, and is not for medical or other excused absences.

Daily attendance to school is essential to the academic success and social development of all elementary students. Occasionally a student has an extraordinary opportunity that necessitates an extended absence from school. For this reason, families and students may request up to 10 consecutive days of pre-planned, extended absences, according to Vermont State Law (T.16§1123). Only activities that are educational in the view of administration are accepted as excused absences. Students will miss classroom instruction; teachers will not provide alternate assignments or packets of instructional materials to parents.

REQUEST FOR EXTENDED ABSENCE FORM

All sections of this form must be completed before handing in to the principal.

Student's full name _____ Age _____ Grade _____ Today's date _____

Teacher's name _____ Dates of absence _____
Total number of days of absence requested _____

Reason(s) for extended absence and destination(s) of the student during the absence:

Educational experience(s) during the absence:

Parent's name _____ Parent's signature _____

Principal fills out this portion:

Received by the principal on _____ (date). This request for excused absences has been:

NOT APPROVED APPROVED for number of days: _____

Principal's signature _____

Date parent and CES teachers notified: _____

See reverse side for comments, if applicable.

Principal's comments:
