

FAMILY VACATION POLICY

Pre-arranged absences for family vacations will be acknowledged only when the student will be accompanied by his/her parent or legal guardian on the vacation. Vacation forms are available in the principal's office. After the parent/guardian signs the form, the student must take it to his/her teachers to sign at least three days prior to the absence. After teachers sign the form, the student should return it to the principal's office. The student will make up any missed work according to each teacher's guidelines. The purpose of this form is to make the teachers aware of the student's absence and to allow teachers to convey their requirements for missed work. Students will receive credit only if these stated requirements are met.

Student's name _____ Parent's Signature _____

Class period and subject _____ Teacher's signature and Requirements for missed work

1. _____
2. _____
3. _____
4. _____
5. _____ LUNCH _____
6. _____
7. _____
8. _____

DATES OF ABSENCE: _____