

Request for Vacation Exemption

Student Name: _____ Home Phone: _____

Date: _____ Grade: _____ Teacher: _____

Date(s) of Vacation: _____

Vacations during the school year are discouraged by the Board of Education. If no alternate arrangements can be made parents are to complete the Request for Vacation Exemption Form at least 1 week in advance (5 School Days) of the anticipated absence. The granting of approval by the principal will be based on upon such factors as ATTENDANCE, GRADES, CLASSROOM PERFORMANCE, and TEACHER RECCOMENDATIONS. If approval is granted assignments may be issued prior to departure and the absences will be excused. If approval is denied assignments may be issued and the absences will be unexcused. The approval of vacation does not give the student the privilege of being absent from school any other days than those listed on the form.

Current Performance:

Notes:

Subject	Grade

Attendance:

Nine Weeks	Days Absent

APPROVED

DENIED

Principal's Signature

Teacher's Signature

Guardian's Signature