

FAMILY VACATION / PLANNED ABSENCE REQUEST FORM

This form is to be returned to the school office no later than two weeks prior to the absence.

Note: If more than 1 child is in middle school, more than 1 form is needed for assignments.

St. Anthony on the Lake School

Date: _____

Student Name(s) _____ Grade(s): _____

Family vacations & planned absences should be taken when school is not in session whenever possible. Where circumstances require that a student miss school for a family vacation or planned absence, the parent/guardian must notify the school prior to the absence and complete this form. Failure to notify the school and obtain approval and make-up work missed may result in "0" grades for the day(s) absent. Approval shall not be unreasonably withheld.

Parents/guardians should understand that such absences could affect the student's academic progress.

I request that the above student(s) be excused from school on the following dates: _____ for the following reason (please be specific): _____

Homework missed during this time will be completed by (date): _____

Parent/Guardian Signature: _____ Phone: _____

Administrative Approval: _____

Teacher(s) Signature(s):

Notes:

- | | |
|------------------|-------|
| 3K) _____ | _____ |
| 4K) _____ | _____ |
| 5K) _____ | _____ |
| 1) _____ | _____ |
| 2) _____ | _____ |
| 3) _____ | _____ |
| 4) _____ | _____ |
| 5) _____ | _____ |
| 6) _____ | _____ |
| 7) _____ | _____ |
| 8) _____ | _____ |
| Art _____ | _____ |
| Music _____ | _____ |
| Phy Ed _____ | _____ |
| Spanish _____ | _____ |
| Band _____ | _____ |
| MS Science _____ | _____ |