EBENEZER CHRISTIAN SCHOOL

Request for Absence 2018-19

Parents who wish to take their children out of school for activities other than medical/dental appointments need to fill out this form and return it to the office no later than two weeks prior to the scheduled absence.

      Our school calendar has been specifically designed to offer long weekends for family vacations or other activities. We would recommend that parents do their best to use these times as much as possible, rather than removing their children from school.

Points to consider:
- Teachers have discretion on what class work will be given ahead of time and what work will be given once the student returns to class.
- Some work the student misses will not be made up. Teachers have discretion as to what work will be made up and what work won't be made up.
- It is the parents' responsibility to make sure that all work sent home, either prior to the absence or afterwards, is completed.
- Teachers will set a due date for all missed work to be completed. Work turned in after that date will not be accepted.

Consider carefully what your child will be missing from school while they are gone. Education happens in a variety of ways in our classrooms, and students miss discussions, explanations, and individualized help when they are away from their classrooms and teachers. Also consider how well your child is progressing. If you have a child who struggles in school, missing an extended amount of time can be difficult to overcome for that student.

If you have questions or concerns about the length of your planned absence and how it will affect your child's schooling, please contact your child's teacher.

Request for Absence

Student(s): _____
(List all children if more than one will be absent)

Grade(s): _____

Planned absence date(s): _____

Reason for absence:_____

Parental Signature: _____ Phone #:_____

Please return form to the office <u>at least two weeks</u> prior to the planned absence. Thank you!

For Office Use: Received by: _____ Date received: _____ Parents notified of receipt of form: _____