

## Student Extended Absence Form Request

Date: \_\_\_\_\_ Student Name: \_\_\_\_\_ Student # \_\_\_\_\_

\_\_\_\_\_ will be absent from \_\_\_\_\_ to \_\_\_\_\_  
(student's first name) (start date) (end date)

Reason for absence: \_\_\_\_\_

**Teachers:** Please sign below to indicate that the student has spoken to you and made alternate arrangements for work/assignments that he/she/they will miss. Students should present this form to you at least three (3) school days before the scheduled absence when possible.

<u>Teachers Name/Signatures</u>	<u>Course</u>	<u>Work Assigned/Notes</u>
Period 1: _____	_____	_____
Period 2: _____	_____	_____
Period 3: _____	_____	_____
Period 4: _____	_____	_____

Students and families should be aware that if they withdraw their student from classes for holidays or other activities which do not fall within the provincially mandated school holidays, there may be an impact on the student's academic progress. Teachers are not required under these circumstances to give the student special work, tutorial support or substitute evaluations/assessments for the missed time. This form is for extended absences of 5 or more days.

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Printed Name of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Vice Principal Signature

\_\_\_\_\_  
Date