

# ALEXANDER COUNTY SCHOOLS

## REQUEST FOR EDUCATIONAL OPPORTUNITY TO BE EXCUSED ABSENCE

**SCHOOL:** \_\_\_\_\_

To Parents:

North Carolina law requires that all absences be coded lawful or unlawful. According to Alexander County School Policy 4400- Attendance and statutory requirements, only the following reasons may be coded as lawful:

1. personal illness or injury that makes the student physically unable to attend school;
2. isolation ordered by the State Board of Health;
3. death in the immediate family;
4. emergency medical or dental appointment or such an appointment that has been approved in advance by the principal;
5. participation under subpoena as a witness in a court proceeding;
6. observance of an event required or suggested by the religion of the student or the student's parent(s) with prior approval by the principal;
7. participation in a valid educational opportunity, such as travel or service as a legislative or Governor's page, with prior approval by the principal;
8. absence due to pregnancy and related condition or parenting, when medically necessary.

Therefore, if your family has planned a trip or an appointment and you wish to request consideration for the trip to be an excused absence, please complete the following form.

Child's Name: \_\_\_\_\_

Date(s) of Trip \_\_\_\_\_

Teacher's Name (Homeroom) \_\_\_\_\_

Destination \_\_\_\_\_

I believe this trip will provide the following educational opportunities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand if this trip is approved it will be my child's responsibility to make up any work missed due to the absence.

\_\_\_\_\_  
**Parent Signature** **Date of Request**

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\_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied**

**Principal's Signature:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_