

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**

_____ **Approved** _____ **Denied**

Principal's Signature: _____

