

Permission for Student Leave of Absence Form

- ~ The school will only authorize excused absence for vacations with an educational plan approved with this form by the principal.
- ~ ABSENCE ABOVE 30 DAYS FOR THE YEAR IS AGAINST THE POLICY OF THE SCHOOL AND COULD LEAD TO RETENTION OR FAILURE IN SCHOOL. (Florida Statute 1003.26)
- ~ If agreement is given, then the student's absence is excused.
- ~ If a parent takes their child out of school without permission being granted, then the absence is counted as unexcused.

Please complete the information below:

I have read and understand the above information: YES NO

I have submitted an educational plan for this absence: YES NO

I request an approval for _____ (child's name) for the following dates:

From _____ to _____ inclusive

Reason for leave:

Signature of Parent: _____

*** Please return this form to the principal no less than two school weeks (10 days) before the commencement of the absence.

For Office Use Only

Permission for Leave Form completed: YES NO

Educational Plan Submitted in writing: YES NO

Approval:

Principal's Signature: