

CHAGRIN FALLS HIGH SCHOOL – REQUEST FOR SPECIAL ABSENCE

Name _____ Grade _____ Date of Request _____

Absences for reasons other than illness, quarantine, death in the family, religious holidays, or home emergency are not legal under Ohio law. However, the school recognizes that an occasional absence may be requested by parents for special reasons. Such absences are strongly discouraged and should be limited.

Whether the absence is for a college visitation, family vacation, necessitated by the parents’ work schedule, or other very special reason, it should be requested only on rare occasions. As soon as the proposed absence is known and regardless of whether this is for one day or several, the student is to get a “Request for Special Absence” form from the office, take it home for parental approval, and return it to the school for teacher comments. Determination will be made as to whether the absence is excused or unexcused.

(Students must obtain assignments from their teachers prior to the absence.) Family Vacation-as stated in the Handbook, excused vacation requests are granted when students are traveling and staying with their parents.

PARENT REQUEST: I would like my son/daughter, _____
Excused from school for the following reason and for the dates marked:

DATES: (inclusive) _____

REASON: (be specific) _____

SIGNATURE OF PARENT: _____

PERIOD	SUBJECT	EXCUSED Yes/No	TEACHER SIGNATURE & COMMENTS NOTE (Please indicate when assignments are due)
1			
2			
3			
4			
5			
6			
7			
8			