



Notification of Vacation or Planned Extended Absence

Name of Student: _____ Grade: _____

Dates of Absence: _____

Location Traveling to: City: _____ State: _____

Reason for Absence: _____

Please describe educational Component of absence/trip (required per PA State and Local School District regulations):

Please refer to pages 7-8 of the Parent Handbook for guidelines on excused and unexcused absences. If you anticipate an extended absence for your child, please complete this form and return it to the homeroom teacher.

All assignments will be given upon return to school and will be due within five school days of the student's return to classes.

Students will be expected to share the educational component of their trip with their class upon return. The format of that sharing is the student's choice with teacher approval.

My child will be responsible for completing all assignments and test missed during his/her absence.

Parent Signature: _____ Date: _____