



# Sacred Heart School

Enlightening Minds ♥ Enriching Souls ♥ Inspiring Hearts

## **TEMPORARY ABSENCE & VACATION FORM 2017/2018**

A prolonged absence from class instructional time is strongly discouraged for all students. However, if you must remove your child/children we request that you note the following:

1. All missed work must be made up upon return to school. Assignments will not be given in advance.
2. All work must be completed within a two week period upon returning to school.
3. Parents assume the responsibility of missed work or failure.

I have read and understand the above policy regarding prolonged absence from class instructional time.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Dates of Absence

\_\_\_\_\_  
Specific Reason

Principal's Signature \_\_\_\_\_ Date: \_\_\_\_\_