

APPLICATION FOR WAIVER OF COMPULSORY ATTENDANCE

As parents and legal guardians, you are encouraged to schedule vacations at times other than on the days that our school is in session. Cooperatively, we have an important role in stressing the value of education to our children. Requests to take children out of school may convey the attitude that other activities are more important than school. Therefore, we must continue to emphasize the value of time in school and we must discourage general vacation and pleasure trips during the school year. In particular, more than one vacation per year is discouraged. It is suggested that the absence not exceed five (5) school days in length.

If, however, an application for a Waiver of Compulsory Attendance must be submitted, parents/guardians and students should plan carefully. Please plan ahead so that absences do not occur during important educational periods.

Complete the application and return it to the principal at least TWO WEEKS in advance of the date for which approval is requested.

Student Name(s): _____ Grade: _____

***PLEASE COMPLETE A SEPARATE FORM FOR EACH CHILD AFFECTED BY THIS REQUEST
Completed form should be returned to the principal's office.***

REASON(S) FOR WAIVER REQUEST (Please check):

- _____ 1. Pupils may be excused from school attendance to participate in educational tours or trips.
- _____ 2. Pupils may be excused from school attendance to participate in family vacations if they are educational and/or cannot be scheduled outside of the school year.
- _____ 3. Pupils may be excused from school attendance if their parents/guardians must travel for business or other reasons

PLEASE EXPLAIN THE REASON(S) CHECKED: _____

DATES OF ABSENCE FROM SCHOOL: _____

DESTINATION: _____

Signature of Parent/Guardian _____ Date of Application _____

Signature/Date of Principal: _____

_____ Approved _____ Disapproved

MAKE-UP WORK POLICY

The Board recognizes that students are absent from school for legitimate reasons. It shall be the policy of the Board to permit students to make up school work missed during a legitimate absence. Students must assume responsibility for making arrangements with the teacher on the first day of the student’s return to each class to make up work missed during an excused absence, school-sponsored activity, waiver of compulsory attendance, or suspension.

Guidelines:

When possible, parents should be encouraged to pick up assignments if their child is absent more than 1 day. The teacher will compile a list of assignments with clear directions and the materials needed to complete them. Students have 1 day for each day absent to turn in an assignment. If a student misses a test the day they are absent, they are to make-up the test the day they return. If they have missed a significant lesson because of an extended absence, the teacher is to reschedule the test for that student. It may be necessary to rewrite a test depending on the circumstances.

Homework may be requested in advance by parents who have been approved for waiver of compulsory attendance for their student(s). This request should not be made more than one week in advance from the planned absence. The teacher may need a day or two to respond to your request.

+++++

St. Luke Lutheran School also stresses the importance of regular attendance at school. Therefore, it is important that students and parents/guardians carefully review the above policy on Make-Up Work.

We have read and fully understand the provisions of St. Luke Lutheran School’s Make-Up Work Policy.

Signature of Parent/Guardian: _____ Date: _____

Signature of Student: _____ Date: _____