

DATE: \_\_\_\_\_

## VACATION / EMERGENCY PERMIT

(This form is to be used when it is known in advance a student is going to be absent from school and must be submitted to the classroom teacher before leaving school.)

Student Name(s) \_\_\_\_\_

Teacher(s) \_\_\_\_\_ Grade(s) \_\_\_\_\_

My child(ren) will be out of school on the following days: \_\_\_\_\_

For the purpose of: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

\_\_\_\_\_ I am requesting homework for my student while they are out of school.  
(Please give the school a week's notice to compile homework for an absence of three days or more.)

\_\_\_\_\_ Please hold my child's homework and it will be completed upon their return.

**This form must be returned to the classroom teacher prior to absence. (Classroom teacher will then forward to the Main Office).**