

**BALLS CREEK ELEMENTARY SCHOOL  
2620 BALLS CREEK RD  
NEWTON, NC 28658  
REQUEST FOR EDUCATIONAL OPPORTUNITY**

To Parents:

North Carolina law requires that all absences be coded lawful or unlawful. According to Catawba County Schools Policy and Statutory requirements, only the following reasons may be coded lawful:

1. Illness or injury – Child cannot be physically able to attend.
2. Quarantine
3. Medical or Dental Appointments – Approval is to be gained prior to absence except in cases of emergency.
4. Death in the immediate family.
5. Court or Administrative Proceedings – Child must be party to the action or under subpoena.
6. Religious Observance – Absence excused if tenets of religion require observance of a religious event.
7. Educational Opportunity – An absence may be excused when it is demonstrated that the purpose of the absence is to take advantage of a valid educational opportunity, such as travel. Approval must be gained prior to the absence.

Therefore, if your family has planned a trip or an appointment and you wish to request consideration for the trip to be an excused absence, please complete the following:

Child's Name \_\_\_\_\_

Teacher Name \_\_\_\_\_ Grade: \_\_\_\_\_

Dates of trip or appointment \_\_\_\_\_

Destination/Appointment \_\_\_\_\_

I believe this trip will provide the following educational opportunities \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**IT IS THE STUDENT'S RESPONSIBILITY TO GET ALL ASSIGNMENTS FROM THEIR TEACHERS BEFORE THE ABSENCE.**

I understand that it will be my child's responsibility to make up missed work due to the absence.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date of Request

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OFFICE USE ONLY

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Excused Absence

\_\_\_\_\_  
Unexcused Absence