

# NORTHEASTERN HIGH SCHOOL



MR. TODD L. JUSTICE  
Principal

MR. ZACK DOBELAERE  
MS Principal

MR. CHUCK RATERMAN  
Athletic Director

## NORTHEASTERN HIGH SCHOOL – REQUEST FOR SPECIAL ABSENCE

NAME \_\_\_\_\_ GRADE \_\_\_\_\_ DATE OF REQUEST \_\_\_\_\_

Absences for reasons other than illness, quarantine, death in the family, religious holidays, or home emergency is not legal under Ohio law. However, the school recognizes that parents for special reasons may request an occasional absence. Such absences are strongly discouraged and should be limited.

Whether the absence is for a college visitation, family vacation necessitated by the parents' work schedule, or other very special reason, it should be requested only on rare occasions, as soon as the proposed absence is known and regardless of whether this is for one day or several, the student is to get a "Request for Special Absence" form from the office, take it home for parental approval, and return it to the school for teacher comments. Determination will be made as to whether the absence is excused, unexcused, or a non-qualified absence. (Students must obtain assignments from their teachers prior to the absence).

PARENT REQUEST: I would like my son/daughter, \_\_\_\_\_ excused from school for the following reason and for the dates indicated.

DATES: \_\_\_\_\_

REASON (be specific): \_\_\_\_\_

SIGNATURE OF PARENT: \_\_\_\_\_

PERIOD	SUBJECT	PRESENT GRADE	TEACHER SIGNATURE & COMMENTS (Please indicate when an assignment is due)
1			
2			
3			
4			
5			
6			
7			

APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_  
(SIGNATURE OF PRINCIPAL)