



Request for Excused Absence for Educational Purposes

The North Carolina General Assembly passed General Statute 115C-378, entitled the Compulsory Attendance Law. This law, in conjunction with the rules and regulations of the North Carolina State Board of Education, makes parents and legal guardians responsible and accountable to ensure that their children's absences from school are valid. As stated in the New Hanover County School Board Policy: Family vacations (Cruises, Disney World, etc.) should be taken during school vacation and recess periods.

The principal will deny the request if the cumulative effect of such absences would substantially interfere with the education of the student. If the principal does not approve this request, you will be promptly notified.

REQUEST FOR ABSENCE TO BE EXCUSED ON EDUCATIONAL GROUNDS

For an excused absence for educational reasons, the intent of the experience should have been educational from the outset and comparable to that which the student would have experienced in school. Family trips and vacations will not be excused. Signing this form documents that this absence is for valid educational purposes. All requests must be submitted two weeks prior to the absence.

TO BE COMPLETED BY PARENT:

Student Name: _____

Teacher Name: _____

Date of Absence: From: _____ To: _____

Does the student have siblings at another school that will also be absent for this opportunity?
Yes No

If yes, please list the names of the siblings and school of attendance below:

Student Name: _____ School: _____

Student Name: _____ School: _____

Student Name: _____ School: _____

Reason for valid education opportunity:

(Please include educational sights that your child will visit)

What will your child learn from this valid educational opportunity?

(Please include subject specifics and direct alignment to grade level standards- Standards can be found [HERE](#))

Parent Signature: _____ Date: _____

TO BE COMPLETED BY THE PRINCIPAL:

Pre-Approval Granted: **Yes** **No** **Partially**

Principal Signature: _____ Date: _____



TO BE COMPLETED BY THE TEACHER:

Arrangements were made prior to the absence for make-up assignments.

Yes _____ No _____

All assignments were completed in an appropriate amount of time upon return?

Yes _____ No _____

The Travel Journal was completed properly and shared with the class?

Yes _____ No _____

Teacher Signature: _____ Date: _____

TO BE COMPLETED BY THE PRINCIPAL:

Upon meeting all of the above criteria for an absence and completing requested assignments within 5 days of return the absence will be excused or denied by the principal.

Approved _____ Approved In Part _____ Unapproved _____

Principal Signature: _____ Date: _____