



Exemption Request Form for Repeated Scheduled Release from Regular School Hours.

At JKCS, we believe that consistent attendance is essential for student learning and success. We expect that all students are present during regular school hours, from 8:35 AM to 3:35 PM. Regular attendance supports academic progress, social development, and overall well-being.

While we strongly encourage full attendance, we understand that in certain circumstances, parents may request an exemption from regular school hours. This form must be completed and submitted to the school office at the beginning of the school year or within **10 days** in advance of the new schedule for review and approval.

If approved, JKCS will provide some accommodations to support the students; however, it is the student's responsibility to ensure that all missed learning and assignments are caught up. This exemption may be revoked if the student is unable to keep track of their responsibilities in learning.

Please complete the following form and attach any documentation (training, therapy and/or medical schedules) along with this application as evidence to support your request. Any request without supporting documentation will not be approved.

Student Name: _____ Homeroom: _____

Homeroom Teacher's Name: _____

Parent/Guardian Name: _____ Contact Information: _____

Date(s) of Exemption: _____

Time of Release/arrival (Approximate): _____

Reason for Exemption: _____

Parental Acknowledgment

I, _____ [Parent/Guardian Name], understand that my child's absence from regular school hours will impact their learning and academic progress. I acknowledge the school's attendance expectations and Ontario's absenteeism policies. I accept full responsibility for any missed instructional time and will make necessary arrangements for my child's learning.

Parent/Guardian Signature: _____ Date: _____

For an initial application for exemption, the school administration may request an in-person meeting to discuss your application before approval.

For School Use Only

Approval Status: ☐ Approved ☐ Denied

Notes: _____

Administrator's Name: _____

Administrator's Signature: _____

Date: _____