REQUEST FOR EXCUSED ABSENCE DUE TO HIGHLY EXTENUATING CIRCUMSTANCES OR FOR PARTICIPATION IN NON-SCHOOL SPONSORED STATE OR NATIONAL COMPETITION

Please complete this form and submit it to your child's building principal at least two days prior to the absence. If an emergency prevents you from submitting this form prior to the absence, please submit the completed form within two days following your child's return to school. If you have children in more than one school, please complete a form for each school involved.

Parent/Guardian: _____ Date: _____

Address: _____

Home Phone: _____ Work Phone: _____

Student: _____ Grade: _____ Teacher: _____

Student: _____ Grade: _____ Teacher: _____

Student: _____ Grade: _____ Teacher: _____

Do you have children attending any other BCSC school who are requesting to be absent for the reason stated?

____Yes ____No (If you answered "yes" please complete the following...)

Student: _____ Grade: _____ School: _____

Student: _____ Grade: _____ School: _____

Student: _____ Grade: _____ School: _____

Number of School Days Involved: _____ Date(s) of requested absence: _____

If the absence is for participation in a non-school sponsored state or national competition complete the following:

Nature of Event/Activity: _____

Name of Sponsoring Organization: _____

Name of Local Contact Person: _____ Phone: _____

Competition Level (Check One): State:_____ National:_____ Other: _____

What activity did your children participate in to date, that qualified him/her to compete in the event indicated above?

Describe the circumstances giving rise to the request for an excused absence: _____

If applicable, describe any educational objectives or activities you have planned for your child during the period of absence:

Have you previously applied and received approval for an excused absence due to highly extenuating circumstances?

____Yes ____No (If you answered "yes" please complete the following...)

School Year: _____ Circumstances: _____

School Year: _____ Circumstances: _____

School Year: _____ Circumstances: _____

Please use the following spaces to provide any additional information deemed relevant in support of your request for an excused absence: _____

Signature of Parent(s)/Guardian(s): _____ _____

For School Use Only (Copy to Teacher, Parent, Child's permanent Record).

_____ Approved _____ _____

Signature of School Official School Name

_____ Denied _____

Date

Permiso para justificar inasistencias debido a una causa de fuerza mayor ó Participación en alguna competencia nacional o estatal.

Favor de llenar esta forma y llevarla a la institución donde su hijo (a) estudia y entreguela al director al menos dos días antes de que el alumno falte a clases. Si es el caso de que una emergencia se presenta y es imposible que usted entregue esta forma en el tiempo que se le indica por favor entreguela dos días después de que su hijo (a) regrese a la escuela. Si tiene hijos en diferentes escuelas por favor submita una forma en cada institución.

Padre/ Tutor: _____ Date: _____

Dirección: _____

Telefono de casa: _____ Tel. Trabajo: _____

Estudiante: _____ Grado: _____ Teacher: _____

Estudiante: _____ Grado: _____ Teacher: _____

Estudiante: _____ Grado: _____ Teacher: _____

¿Tiéne hijos que asisten a otras escuelas de la coorporación escolar quienes faltaron a sus escuelas por la misma razón?

____Si ____No (Días para los cuales se requiere este permiso...)

Estudiante: _____ Grado: _____ School: _____

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Estudiante: _____ Grado: _____ School: _____

Número de días en total que faltará el alumno (a): _____ Date(s): _____

Si el permiso de inasistencia es para un evento extraescolar efectuado nacinal o estatalmente por favor complete la siguiente infornación:

Nombre del evento/ actividad: _____

Nombre de la organización que patrocina el evento: _____

Nombre de la persona que se puede contactar localmente de la organización: _____ Telefono: _____

Nivel de la competencia (Seleccione uno): Estatal:_____ Nacional:_____ Otro: _____

En que actividad participa su hijo (a) que lo ha llevado hasta una competencia Estatal o Nacional?

Describa las circunstancias que ocacionan la petición de esta justificación de falta: _____

Sí es posible por favor describa cualquier objetivo o actividad educacional que este planeada para su hijo (a) durante el tiempo de la ausencia:

¿Ha usted ha aplicado y recibido anteriormente un permiso para justificar inasistencias debido a una causa de fuerza mayor?

____Si ____No (Si su respuest es Sí por favor complete la siguiente información...)

Año escolar: _____ Circunstancias: _____

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Año escolar: _____ Circunstancias: _____

Por Favor utilice el siguiente espacio para proveer informacion adicional que usted crea que será relevante en la decisión de esta inasistencia justificada: _____

Firma del Padre / Tutor: _____ _____

For School Use Only (Copy to Teacher, Parent, Child's permanent Record).

_____ Approved _____ _____

Signature of School Official — School Name

_____ Denied _____

Date

Bartholomew Consolidated School Corporation
Columbus, Indiana Exhibit 5-5-7-1 (2/2008)

NOTE: Our mission is to help your student get an appropriate and proper education. Extended leaves do create some unique circumstances that may cause your child's current educational plan to change due to no fault of the school or the student.

We understand that there may be a variety of circumstances, but for us to award credit:

*After receiving permission for an extenuating absence, the student must communicate with each of their teachers so that teachers are aware of what is happening and that there is administrative permission.

*Students must be accessing their distance learning page daily. They must also communicate with their teachers while they are away. It is recommended that high school and middle school students check in at least once a week while they are out.

* If applicable, at the elementary level, either the student or parent should check in once a week, whichever is appropriate based on the grade level.

*Students must submit work as requested.

*Students must submit work in a timely manner as determined by the teacher.

The nature of some classes is such that a student would not be able to meet the curricular standards virtually. For example, some Advanced Placement classes or a class with a lab component may not be feasible to do virtually. In those cases, those classes may have to be dropped. We will do our best to provide a similar class, but know that this may not always be possible.

Parent/Guardian signature:_____

Student signature:_____

School official signature:_____ Date:_____