

**ISLAND LAKE ELEMENTARY SCHOOL  
TRAVEL PLANS FORM**

**Parent's Name** \_\_\_\_\_

| <b>Student Name(s)</b> | <b>Grade</b> | <b>Homeroom Teacher</b> |
|------------------------|--------------|-------------------------|
|                        |              |                         |
|                        |              |                         |
|                        |              |                         |
|                        |              |                         |

**We are notifying you of our child(ren)'s absence for family travel as described below.**

**Dates student(s) will be absent from school:**

*At various times during the school year, students will be participating in a variety of standardized assessments which at times may be difficult to reschedule. April & May are especially busy testing months. Individual testing schedules vary by grade & teacher. Families are encouraged to check with their child(ren)'s teacher prior to submitting this form.*

**Destination/Travel Plans**

**Parent's signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Return this form to the Island Lake School office.  
Please refer to page 6 of the Island Lake Parent Handbook regarding  
homework and page 4 for NEW (2015-16) vacation policy.**

**Acknowledgement of Receipt:**

\_\_\_\_\_  
**Principal**

\_\_\_\_\_  
**Date**

**Original – Attendance/Office**

☐ **Classroom teacher**

☐ **Parent**