Educational Leave Form (Recommended 5 Days max. per year)

Educational leave is leave from the regular classroom setting that both parents and school administration deem educationally sound and appropriate in support of a student's educational experience. ***"Educational Leave" will not be available to students during end of level testing (April 15-May 20th).*** Educational leave experiences should provide students with knowledge and experience in a variety of ways: (i.e…Culture, Geography, Social Sciences and any other core related opportunities.) This leave can accompany a variety of formats: (ie…competitions, vacations, travel, etc.) A student must qualify for Educational Leave by completing the following:

Name: _____ **Leave Dates From:** _____ **to** _____

(Print student's full name) (Not to exceed five days w/o Admin. approval)

Grade level: _____

Students are required to meet in advance with their teacher and determine an effective plan of completing missed work to stay caught up with their academics during their leave. Filling out the information required below will ensure that the student has pre-arranged this leave and has completed a plan to keep up on all missed work. The signature by the teacher also indicate the student's academic and behavior standing in their course warrants leave approval.

Teacher Name: _____ **Teacher Signature**: _____

Reading-
Missed work to be completed:

_____ _____
_____ _____
_____ _____

Math-
Missed work to be completed:

_____ _____
_____ _____
_____ _____

Writing, Science, Social Studies-
Missed work to be completed:

_____ _____
_____ _____
_____ _____

Students signature: _____ Date: _____

Parents signature: _____ Date: _____

Date turned into the school: _____
(must be one week prior to leave)

School Officials Final Approval: _____ Date: _____
(Due one-week prior to leave)