

Verona Area School District

Request For Absence/Family Vacation

Parents/guardians are required to notify the school attendance officer or designee prior to leaving and the student shall make up all the work missed ahead of time. It is requested that parent/guardian limit absences of this type to no more than 5 days per school year. The days beyond this amount will be unexcused. (Ref: Verona Area School's Attendance Policy)

Name: _____ Grade: _____

Request permission to be absent _____ to _____.
(Date) (Date)

For _____.
(Reason)

The student understands the he/she should arrange with the classroom teacher for any make-up assignments for this time missed, and that he/she will be held responsible for any material missed in the class presentation.

Parent Signature

Teacher's Signature

Principal Todd Brunner's Signature

Total Days absent in the present school year: _____