

South Academy of International Languages

Form to Request Absence for Valid Educational Opportunity

This form is to be completed by the parent/guardian of the student named below and filed with the principal at least five (5) days prior to the day of the absence. Please note that missed days of schools, especially for students in a full language immersion program, are hard to replicate and often put the student at a disadvantage. We request that family vacation be scheduled for time when school is not in session. The CMS calendar is published one year in advance.

Student's Name _____ Date(s) of Requested Absence: _____

Student's Classroom or Homeroom Teacher: _____ Total day's absent: _____

Reason for this absence and why it is necessary for the timing to occur when school is in session:

How is this absence being designed to minimize the impact on content missed and language immersion:

Upon return to school, the student will make a short presentation to the class – no longer than 10 minutes as evidence of the trip and its educational impact. Examples: Journal, Scrap Book, Narrated Video, PowerPoint, Written Report, etc.



SAIL Attendance
Video

I have reviewed the S.A.I.L. Attendance Video and will make every effort to minimize absences

Parent's Signature: _____ Date: _____

Parent's Name: _____ Parent's Email: _____

(This section to be completed by principal)

_____ Approved (Excused) counted as an absence.

_____ Not Approved (Unexcused)

_____ Days Approved

Principal's Signature

Date

*The student is responsible for requesting make-up work from teachers **AFTER** the absence.