



Nicholas Russo
Principal

Conant Elementary
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EXTENDED ABSENCE FORM

Regular attendance in the schools is a prerequisite to learning and it is the policy of the Board of Education to support and encourage regular school attendance. The Board of Education realizes that travel is instructional and educational, but believes that such travel should be taken during vacation periods.

Absences due to family trips are strongly discouraged. Such absences should not exceed FIVE days per school year. Exceptions can be made by the principal for unique educational opportunities when approval is received in advance.

Student _____

Grade _____

Teacher _____

Date of Leave _____

Return Date _____

Reason

Parent Signature _____

Parent Signature _____

Principal's signature is required when absence exceeds FIVE days.

Principal _____

Date _____