



# REQUEST FOR EXCUSED ABSENCE FOR EDUCATIONAL REASONS

The North Carolina General Assembly passed General Statute 115C-378, entitled the Compulsory Attendance Law, in 1955 and amended it through 1992. This law, in conjunction with the rules and regulations of the North Carolina State Board of Education, makes parents and legal guardians responsible and accountable to ensure that their children's absences from school are valid. Seven (7) types of valid absences are established by the rules and regulations set forth by the State Board of Education. Two of those types are absences resulting from religious observances and educational opportunities of a significant nature.

Longleaf School of the Arts policy requires **two weeks advanced permission** for excused absences for educational purposes. Students are allowed only three total excused educational days per year and must have a C (70%) or higher, at the time of the request, in their core classes. Exceptions may be granted at the discretion of the Head of School or designee. The Head of School should deny the request if the cumulative effect of such absences would substantially interfere with the education of the student. If the Head of School does not approve this request, you will be promptly notified.

## REQUEST FOR ABSENCE TO BE EXCUSED ON EDUCATIONAL GROUNDS

For an excused absence for educational reasons, the intent of the experience should have been educational from the outset and comparable to that which the student would have experienced in school. **Family trips and vacations that were not designed, initially, to be educational will not be excused.** Signing this form confirms that this absence is for valid educational purposes.

As the parent/guardian of \_\_\_\_\_, I state that the absence  
[Print Student's Name]  
from school for the date(s) of \_\_\_\_\_ is an educational opportunity that  
[Print date(s) of intended absence]  
is of comparable value to my child's regular attendance at Longleaf School of the Arts.

Briefly describe the educational opportunity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Phone Number: \_\_\_\_\_ Student's Grade Level: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

**--- STUDENT IS RESPONSIBLE FOR COLLECTING TEACHER SIGNATURES PRIOR TO SUBMITTING THIS FORM ---**

TEACHER SIGNATURES (*signifies that student is currently passing with a C (70%) or better in each respective class*):

1<sup>st</sup> period: \_\_\_\_\_ 2<sup>nd</sup> period: \_\_\_\_\_

3<sup>rd</sup> period: \_\_\_\_\_ 4<sup>th</sup> period: \_\_\_\_\_

5<sup>th</sup> period: \_\_\_\_\_ 6<sup>th</sup> period: \_\_\_\_\_

7<sup>th</sup> period: \_\_\_\_\_ 8<sup>th</sup> period: \_\_\_\_\_

**COMPLETED FORM MUST BE SUBMITTED TO THE HEAD OF SCHOOL AT LEAST TWO WEEKS IN ADVANCE OF THE REQUESTED ABSENCE(S)**

\*\*\*\*\* SCHOOL USE ONLY \*\*\*\*\*

FORM RECEIVED DATE: \_\_\_\_\_ BY: \_\_\_\_\_

THIS ABSENCE IS:  APPROVED  DENIED

Principal (or Designee's) Signature \_\_\_\_\_

\_\_\_\_\_ Date