



# Sacred Heart School

Enlightening Minds    Enriching Souls    Inspiring Hearts

## **TEMPORARY ABSENCE & VACATION FORM 2023/2024**

A prolonged absence from class instructional time is strongly discouraged for all students. However, if you must remove your child/children we request that you note the following:

1. All missed work must be made up upon return to school. Assignments will not be given in advance.
2. All work must be completed within a two week period upon returning to school.
3. Parents assume the responsibility of missed work or failure.

I have read and understand the above policy regarding prolonged absence from class instructional time.

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Parent/Guardian Signature

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Date

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Student's Name

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Grade

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Dates of Absence

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Specific Reason

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Principal's Signature

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Date