

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

STUDENT ABSENCE:
FAMILY VACATION / HOLIDAY DURING SCHEDULED SCHOOL HOURS

The purpose of this form is to serve as acknowledgment of the student's absence from school due to family vacation/ holiday plans. It is not applicable to any other type of absence and is to be retained in the student's CA-60 folder. Parents/guardians must notify the school at least five (5) days before absence about the intended vacation and length of absence. Students are permitted to go on vacation during the school year without penalty (except for the week ending each semester).

The student will be given approximate assignments and materials for completion. Planned assignments and materials will be given ahead. Additional make-up work may be assigned upon return.

Parent/Guardian: Please complete Section A.

A. Student Name _____

School **East Middle School**

Date(s) of absence _____

Student Signature: _____

Parent/Guardian Signature: _____

Official Use Only:

Subject / Class	Teacher Signature	Notification Date

Building Administrator/Designee Signature _____ Date _____