



Learning and Living the Gospel of Christ

2427 Marietta Avenue
Lancaster, PA 17601

Phone: (717) 394-1742
Fax: (717) 392-4080

www.stleoschool.org
Email: jmiller@stleoschool.org

Anticipated Absence

Good attendance in school is very important in a child’s successful educational program. We ask parents to limit trips, vacations and other non-school activities to weekends, summer vacation and non-attendance days. **Please consider the following stipulations in order for travel to be considered excused:**

1. Parents and students assume full responsibility for any tests and or assignments missed during the period of absence.
2. Teachers will not prepare special assignments or homework for such student absences.
3. Teachers are not obligated to permit makeup work if paper arrangements have not been made prior to departure.
4. Student assignments given before departure are due on the day of return to school. All other assignments and tests missed must be completed within the number of days equal to missed days.
5. Vacation travel requests should be submitted to the Principal in advance of the vacation.

ANY absences during mandated testing days are strongly discouraged.

Student (s) _____

Absence beginning and ending dates _____

Educational purpose _____

As the parent or legal guardian of the above-named student(s) I have seriously considered the impact this absence will have on my child(ren).

Parent/Guardian Signature Date

Principal Signature Date