



Cuthbertson High School

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Request for Approval of Lawful Educational Absence

The Public School Laws of North Carolina require compulsory attendance for all children between the ages of seven and sixteen years (General Statute 115C-378). Every parent or person having control of a child between these ages enrolled in the Union County Public Schools is responsible by law to make sure the child attends school on a regular basis during the time school is in session. North Carolina Public Schools' attendance policy states that when it is demonstrated that the purpose of the absence is to take advantage of a valid educational opportunity, it can be considered a lawful absence. Approval for such an absence must be granted prior to the absence.

According to Union County Public Schools' high school attendance policy, "credit will not be granted for classes when absences for a student reach 8 days for a semester-long course and 15 days for a year-long course." All absences will be coded unexcused unless a lawful excuse note is received in the office within three days after the student returns to school.

To request that an absence be considered as lawful and educational, this form must be completed by the student's parent/guardian and filed with the principal at least five school days prior to the day of absence.

Students will be required to submit a report summarizing the educational experience and impact of the educational opportunity. Length of report is one page per approved day absent and must be submitted within 5 days upon return. This report does not void the absences, but allows for the absences to be considered lawful. This report does not replace any course assignments.

Student Name: _____

Date of Absences: _____

Reason for Absences: _____

Educational Benefit for Student: _____

Report Due date for consideration of absences to be lawful: _____

Parent/Guardian Name (Printed): _____ Signature: _____

Student Signature: _____ Date: _____

(This Section to be Completed By Principal)

Consideration of Lawful Absences: Request Accepted for _____ Days. Request Denied: _____

Principal Signature: _____ Date: _____

Report Received Date: _____

Educational Opportunity to be marked as Lawful: Approved: _____ Denied: _____

Principal Signature: _____ Date: _____

Notes:



Growing Possibilities...

Updated 9/30/15

In compliance with federal law, UCPS administers all educational programs, employment activities and admissions without discrimination against any person on the basis of gender, race, color, religion, national origin, age or disability.