

Grass Lake High School

Fax: 517-522-5490; Phone: 517-867-5570
Vacation Request – Absence From School

When a family vacation must be scheduled during the school year, the parents/student should discuss the matter with the student's teacher(s) to make necessary arrangements. It may be possible for the student to receive certain assignments that are to be completed during the trip.

With proper notifications, absences due to vacations will be considered excused. **However, it should be noted that these will count toward their ten allowed absences.** Please return this form three days prior to the absence.

Student Name (one name per form) _____

Dates the student will be out of school _____

Students are responsible for obtaining missed work and completing in a timely manner. The length of time for completion of make-up work shall be equal to the length of the absence.

Parent Signature _____ Date _____

Student Signature _____ Date _____

Please, have all your teachers initial below to acknowledge that you have communicated this absence with them.

1st Hour _____

Forum _____

3rd Hour _____

4th Hour _____

5th Hour _____

Jackson Area Career Center _____