

Maiden Middle School

"Forging New Directions"

518 North C Street

Maiden, NC 28650

PRIOR APPROVAL FOR EDUCATIONAL/EXCUSED ABSENCE

TO: Parents/Guardian,

North Carolina law requires that all absences be coded lawful or unlawful. According to Catawba County Policy and statutory requirement only the following reasons may be coded lawful:

1. Illness or injury – child is not be physically able to attend.
2. Quarantine
3. Medical or Dental Appointments – approval is to be gained prior to absence except in cases of emergency.
4. Death in the immediate family
5. Court or Administration Proceedings – child must be party to the action or under subpoena
6. Religious Observance – absence excused if tenets of religion require observance of a religious event
7. Educational Opportunity – an absence may be excused when it is demonstrated that the purpose of the absence is to take advantage of a valid educational opportunity, such as travel. Approval must be gained **prior** to absence.

Therefore, if your family has planned a trip or an appointment and you wish to request consideration for the trip to be an excused absence, please complete, and return the following form.

Child's Name _____ Teacher _____

Dates of trip _____

Destination _____

I believe this trip will provide the following educational opportunity:

I understand that it will be my child's responsibility to make up any work missed due to the absence.

Parent's Signature _____ Principal's Signature _____