

Canaan Christian Academy Planned Absence Application

_____ Date

_____ would like permission to
(Name of student) (Grade)
accompany his/her family to _____
(Place)
for _____.
(Purpose)

*Complete the educational agenda on the other side.

The school days he/she will plan to miss will be the date(s), _____ to
_____, returning to school on _____.

_____ (Parent's Signature)

Office Use Only:

Number of Planned absences already taken this year - _____

_____ Proposed trip is granted "excused status".

_____ Proposed trip is not excused – "unexcused".

Reason(s) for not granting this application "excused status": _____

_____ Principal's signature

_____ Date

Educational Agenda

Name of student: _____

Date(s) of educational trip: _____ to _____

Please state briefly the elements of this trip that will be of educational value to your student. (If approved, there must be a one-page written summary of the things learned on the trip submitted to the office within five days after returning from the trip.)

Parent's Signature

Date