

DISCRETIONARY ABSENCE REQUEST FORM

Childress High School

This form must be completed and submitted to the office for Principal approval at least two (2) days prior to the absence.

Discretionary absence: absence for good cause, including unusual family circumstances, occasions or events of unusual educational or social value

Discretionary absences do not meet the requirements of excused absences but are approved by the Principal with the parent or guardian prior to the student being absent.

A discretionary absence allows the student to make up the academic work after returning from the absence. The responsibility for doing so rests with the student. Prior arrangements should be made with teachers.

If the work is not arranged and made up by the student within the given time frame of the teacher, a zero will be recorded.

Students who are not passing coursework in all classes and/or do not meet the state 90% attendance requirements may not apply for a discretionary absence(s). A discretionary absence will not be granted before or after holidays.

Student Name: _____ Grade _____

Date(s) of Planned Absence: _____

Reason For Discretionary Absence(s):

Date submitted to Principal for approval: _____

Parent Signature: _____

FOR OFFICE USE ONLY

_____ Approved _____ Not Approved Date _____

Principal Signature: _____