

## FAMILY VACATION REQUEST FORM

**This form is to be returned to the school office no later than two weeks prior to the absence.**

Note: If more than 1 child is in middle school, more than 1 form is needed for assignments.

**St. Anthony on the Lake School**

Date: \_\_\_\_\_

Student Name(s) \_\_\_\_\_ Grade(s): \_\_\_\_\_

**Family vacations should be taken when school is not in session whenever possible.** A family vacation is defined as an overnight trip outside of the metropolitan Milwaukee area. Where circumstances require that a student miss school for a family vacation, the parent/guardian must notify the school prior to the absence and complete this form. Failure to notify the school, and obtain approval and make-up work missed may result in "0" grades for the day(s) absent. Approval shall not be unreasonably withheld. Parents/guardians should understand that such absences could affect the student's academic progress.

I request that the above student(s) be excused from school on the following dates: \_\_\_\_\_ for the following reason (please be specific): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

Administrative Approval: \_\_\_\_\_

Teacher(s) Signature(s):

Assignments:

K) \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

5) \_\_\_\_\_

6) \_\_\_\_\_

7) \_\_\_\_\_

8) \_\_\_\_\_

Art \_\_\_\_\_

Band \_\_\_\_\_

Computers \_\_\_\_\_

Music \_\_\_\_\_

Phy Ed \_\_\_\_\_

Piano \_\_\_\_\_

Resource \_\_\_\_\_

Spanish \_\_\_\_\_