

BLACKFORD HIGH SCHOOL

PARENT AGREEMENT FOR COLLEGE AND PREARRANGED ABSENCE

Students must be in school to derive the maximum benefit from their educational experience. The school corporation strongly discourages missing instructional time in order to accompany parents or guardians on vacation. However, such absences may be approved, provided they meet the following guidelines.

A) ELIGIBILITY

A student must have an attendance record of 95% for the current school year. (During August, September, October, November, and December the attendance record of the prior semester may be used to qualify). Special medical circumstances may be a mitigating factor toward meeting this requirement.

B) LIMITATIONS FOR PREARRANGED

1. Student must be accompanied by at least (1) parent or guardian for the dates requested for leave.
2. Must be returned three days prior to leaving.
3. A PPA is intended for family-related activities.
4. A PPA is not expected to exceed five (5) school days per school year.
5. No PPA will be allowed during the first or last five (5) school days of any semester, or during ECA testing (if student is testing) without special approval from the Assistant Principal.
6. PLEASE BE AWARE THAT THIS MAY BE AN UNEXCUSED ABSENCE.

C)

LIMITATIONS FOR COLLEGE

1. Must be returned three days prior to leaving.
2. No College visit will be allowed during the first or last five (5) days of any semester without special approval from the Assistant Principal.
3. Only two (2) College visits will be allowed to Juniors for a school year.
4. Only three (3) College visits will be allowed to Seniors for a school year.
5. A verification letter from the college administration must accompany upon return to school.

D) PROCEDURES

1. Form must be filled out and signed by parent.
2. Form must be filled out by each teacher for the semester.
3. Form must be approved and signed by Assistant Principal three (3) day prior to leaving.
4. All written assignments and make-up work is the responsibility of the student upon returning from absence. Work not made up will be recorded as a zero.

STUDENT'S NAME _____ TODAY'S DATE _____

DATES STUDENT WILL BE ABSENT _____

REASON FOR ABSENCE _____

I, _____, understand the attendance regulations described in the above statement policy. I agree to accept all responsibility for any work that my child might miss during the days that my child will be absent. I agree to abide by all of the above regulations.

(Parent Signature)

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PARENT PREARRANGED ABSENCE

STUDENT: _____ DATE(S) OF ABSENCE: _____

TEACHERS: Please issue assignments for the above absence period, indicate student progress below, and sign.

PERIOD	GRADE RANGE <i>circle one</i>	HOMEWORK <i>circle one</i>	ATTITUDE <i>circle one</i>	EFFORT <i>circle one</i>	TEACHER SIGNATURE
1	AB C DF	+ T --	+ T --	+ T --	
2	AB C DF	+ T --	+ T --	+ T --	
3	AB C DF	+ T --	+ T --	+ T --	
4	AB C DF	+ T --	+ T --	+ T --	
5	AB C DF	+ T --	+ T --	+ T --	
6	AB C DF	+ T --	+ T --	+ T --	
7	AB C DF	+ T --	+ T --	+ T --	

(+ = very good T = satisfactory -- = needs improvement)

In compliance with School Board Policy, the parents and student understand that all make-up work shall be turned in on the FIRST day of the return from the absence period. Also, the student shall be ready to make up any tests missed during the absence period.

Thank you!

Assistant Principal

THIS FORM IS TO BE RETURNED TO THE ASSISTANT PRINCIPAL 3 DAYS PRIOR TO LEAVING FOR THE ABSENCE PERIOD.