

St. Rose of Lima School
Vacation Absence Request

School attendance is compulsory in the state of Indiana. St. Rose cannot “give permission” for families to take their children out of school. All absences count against our aggregate attendance percentages that we must turn into the state in June. Our accreditation is based in part on high attendance percentages. Maintaining this accreditation is of the utmost importance to our school.

Regular school attendance is essential to a good education and any absence means that a student has missed being a part of the educational process on that day. Absence caused by family travel is discouraged.

**PLEASE SUBMIT THIS FORM TO THE PRINCIPAL AS SOON AS POSSIBLE BEFORE THE
ABSENCE.**

Student’s Name(s) _____

Parent’s Name(s) _____

Dates of Absence _____ through _____

Number of Days to be Missed _____

Reason for Absence _____

Parent’s Signature _____

Date _____

ADMINISTRATIVE RESPONSE

1. _____ Student will be counted absent but excused.
2. _____ Student will be counted absent but unexcused. Work may not be made up because of one or more of the following reasons:
 - a. _____ Activity can be accomplished during non-school hours or on weekends.
 - b. _____ Absence will jeopardize the student’s grades and/or academic standing.
 - c. _____ Student has already had excessive absences.
 - d. _____ Absence would cause student to miss exams or standardized testing.

Principal’s Signature _____

Date _____