

Mt. Eaton Elementary

Office: 330-857-5313 / Fax: 330-857-3703

Requested Absence for Vacation Form

I am requesting permission for my child _____ to be absent on the date(s) of _____ for the reason of:

___ Family Trip/Vacation to _____
(request must be made 2 weeks in advance)

___ One Day Hunting Trip

___ Specific reason to be arranged between parent and principal (must explain):

Parent's Signature _____ Date _____

Please note that we must have a written notice for all student absences. Thank you!

DO NOT WRITE BELOW THIS LINE

OFFICE RESPONSE TO THE ABOVE REQUEST

Dear Parent,

___ I am granting permission for your child(ren) to be absent on the above dates

___ Please call me to discuss the request at 330-857-5313

Comments; _____

Principal's Signature _____ Date _____