

Moreland ESD

Exhibit

Student Leave of Absence - Short Term Leave Form

E 5112.3

MORELAND SCHOOL DISTRICT
MASTER AGREEMENT FOR SHORT-TERM STUDENT LEAVE

Name Student Number Grade
Address Age Birth Date
City ZIP Code Phone ()
Duration of leave Departure Date Return Date
Location(s)

Objective:

- The major objective for the duration of this agreement is to enable the student to keep current with grade studies for the period covered by this agreement.
Parents/guardians and/or students shall request to make-up any work or exams missed during the Short-Term Leave absence. It is the responsibility of the parent/guardian and/or student to make this request.
Students will be allowed an equal number of days to complete any make-up work or exams given, as the number of days absent.
Failure to complete work could result in the student's excused absences converting to unexcused absences and may have an impact on the student's grade.

Student:

I understand that:

- No pre-made school work will be provided before I leave for Short-Term Student Leave
It is my responsibility to work with my teacher, immediately upon my return, to make-up any work or exams missed during the period noted in this agreement.
Once I return to school, I must have all make-up work completed within the same amount of school days that I was absent.
I must attend no less than a minimum school day on the school day prior to and the school day immediately following a Short-Term Student Leave. A minimum school day for kindergarten is 180 minutes; grades 1, 2, & 3 are 230 minutes; and for all other grades is 240 minutes.
Short-Term Student Leave is not available on the first or last ten (10) days of school or at Winter Break and if the leave runs concurrently with any school vacation, the time including vacation days cannot be more than twelve (12) school days total.

I agree to:

- Complete my assigned work by its due date, as explained by my teacher and described in my assignments.

Student's Initial

Parent/Guardian:

- I agree to the above conditions listed under "Student".

Parent/Guardian's Initial

AGREEMENT: We have read this agreement and hereby agree to all the conditions set forth within.

Student Date

Parent/Guardian (Signature) Date

Principal Date

Regulation: MORELAND ELEMENTARY SCHOOL DISTRICT

Approved: April 19, 2016

Revised: June 7, 2017

Revised: October 30, 2017