

Prearranged Absence

It is the responsibility of the student to make arrangements to catch up on any incomplete work as a result of missing classroom instruction for a vacation, sporting event, camp/conference, or any extended absence. When planning to be away from class for an extended period of time a prearranged absence form needs to be completed. Obtain the form from the main office. A parent should be sure to have the form fully completed before signing it.

If possible, the student should make the request before the anticipated absence. If the absence is unforeseen the student must request work - in a timely manner - upon return to school; the teacher will then provide the student with missed assignments and allow the student to complete missed assessments. The teacher will not re-teach missed material. The student will be expected to learn missed material and complete assignments independently. Extra help is available from our AIM room at lunch. For lengthy absences it is advised that a student secure a private tutor to assist with understanding material that was taught during the absence.