



## ST. MARY SCHOOL VACATION POLICIES

We strongly discourage children missing school for days of vacation or other personal reasons. We want to point out the disadvantages to the child's educational program and eliminate the additional demands that parents require of teachers, especially when they ask teachers to send the assignments BEFORE the missed days.

Quality education and permanent achievement is much more than just doing papers or reading the textbooks. Instruction, discussions, media presentations, hand-on activities, and special activities make up the foundation of effective learning and cannot be completed by students outside the classroom.

State law requires that all students be in attendance each day that school is in session. Families should plan vacations around the school calendar. If you keep your child from attending school for vacation or personal reasons, it should be for exceptional circumstances – NOT regularly every year or repeated several times during the same year.

- ◆ Parents must notify the school one-week in advance of the intended absence and return this vacation policy signed along with a written note explaining the absence.
- ◆ Teachers WILL NOT give assignments before the rest of the class receives them, nor will they run off papers ahead of time.
- ◆ Teachers will collect the handout assignments while the students are gone and issue them on their return. Students will have **three (3) days** after their return to complete all the work and make up tests (outside of regular class time). **No credit will be given for work after that time.** Lower than normal grades may result and must be accepted.
- ◆ Teachers will not be asked to re-teach the material a student misses while on vacation. The parent will be responsible for the instruction of this material.
- ◆ If the vacation occurs at the end of a quarter or the school year, all assignments and tests must be competed in advance of the vacation at the teacher's convenience. Report cards will NOT be given early.
- ◆ Parent must sign and return this letter before a student misses school.

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I have read the above letter and policy and will fulfill the parents' responsibilities listed.

\_\_\_\_\_  
Student(s) Name(s) and Grade(s)

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

Dates students will be out of school: from \_\_\_\_\_ to \_\_\_\_\_

Last time student(s) missed school for vacation/personal reasons: \_\_\_\_\_ Dates: \_\_\_\_\_

***RETURN THE BOTTOM PORTION TO SCHOOL AND RETAIN THE POLICIES FOR YOUR RECORDS***