



Avon Local School District - Vacation / Leave Request

The Avon Local School District believes that vacations/leaves from school during the schoolcalendar place a hardship on the student and educational process.

Ohio law requires students to attend school daily and does not provide excuses for absence outside of the following: personal illness, family illness, quarantine, death of a relative, medical or dental appointment, observance of a religious holiday, college visit, or other circumstances as prescribed by the Board of Education.

Should a vacation/leave be necessary, a formal request is required for approval five days in advance. Approval must be sought by the school level administration.

Approved vacation/leave days will be subtracted from the student's attendance bank of hours/days.

Students with approved leaves should acquire all potential make-up work in advance of the leave. If a teacher is unable to provide all materials in advance, he or she will do so upon the student's return. One day for each day approved vacation/leave will be allotted for the completionof make-up work, unless the classroom teacher or administration extends the deadline.

Print Student Name: _____ Grade: _____

Print Parent Name: _____ Today's Date: _____

Vacation/Leave Dates: _____

Reason for Absence/Destination: _____

We understand the conditions of the approved vacation/leave. We take responsibility for makingarrangements with classroom teachers for make-up work.

Parent Signature

Student Signature (Grades 6-12)

Dates Approved:_____

Dates Unapproved: _____

School Administrator Signature

Date of Approval



AVON BOARD OF EDUCATION

36600 Detroit Road Avon, Ohio 44011 Fax: (440) 937-4688

This page is only required for Heritage Elementary and Middle School (Grades 3-8)

Student Name: _____

Teacher Verification Signature(s):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____