

Canyons School District
Department of Planning and Enrollment

Pre-approved educational leave is considered a legitimate absence. A student may be allowed up to **ten (10) days** for education/vacation leave in a given school year if **prior** arrangements have been made with the school for the student to make up his/her homework. However, Principals with approval from the Performance Director have the discretion to grant additional leave days provided there is a plan in place and evidence exists that the student is currently on level educationally and able to continue to keep up on his/her school work while on leave through correspondence with his/her teacher(s).

Activities, discussions, simulations and presentations take place every day and cannot be duplicated even by after-school instruction or make-up work. Therefore, grades *may* be adversely affected by taking a leave, even though written assignments are turned in as required. This absence, if approved, will be considered “excused”.

This procedure allows students to have the educational experience of travel with a minimum of scholastic penalty.

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| Student's Name _____ |
| Student's Grade _____ Teacher (if applicable) _____ |
| Reason for Absence _____ |
| Dates of Absence _____ |

*Please contact individual teachers for missed classroom work to be completed. Teacher email addresses can be found on the school website under the Faculty & Staff tab.

<https://draperpark.canyonsdistrict.org/>

*Please note: some work may not be available prior to vacation leave and will be required to be made up upon return.

Student's signature _____ Date: _____

Parent's signature _____ Date: _____

| Office Use Only | |
|--|-------------|
| Principals Approval/Signature: _____ | Date: _____ |
| Performance Director Approval/Signature: _____ | Date: _____ |