



Casa Esperanza Montessori
a dual-language charter school and preschool community

REQUEST FOR EXCUSED ABSENCE DUE TO AN EDUCATIONAL OPPORTUNITY

I am requesting that my child, _____ be given permission to be
(Student name)
absent from school on _____ to participate in an
(Date/s)
educational opportunity that is of comparable value to my child's regular attendance in school.

Please briefly describe the educational opportunity: _____

Parent / Guardian Signature Date:

Teacher Signature Date:

Administrator Approval Date

*Once the form has been completed by the parent, please give to the teacher for their completion of the teacher assignment portion. The form will then go to administration for approval. Once approved by administration, a copy will be given to the teacher, parent and to the student accounting coordinator. The student accounting coordinator will follow up with the teacher that the work was complete before excusing the absence.

Form 3.1.1a
May 2016 Revised