



APPLETON AREA

SCHOOL DISTRICT

NOTIFICATION of STUDENT ABSENCE FORM

Student attendance is directly connected to academic and social success in school. Attendance is an important life skill that will help your child to be college, career and community ready. By completing this form, parents are accepting the responsibility that goes along with a student's absence from school. Although family vacations can be valuable experiences, all families are encouraged to try to schedule these adventures in alignment with the school calendar breaks whenever possible. When missing daily instruction and classroom experiences, it is challenging to replicate the learning that happened during the period of time your child has missed. In addition, this requires planning between the teacher, parent/guardian, and student to make up missing assignments and assessments which can cause additional stress for your child. We care deeply about our student's overall success and appreciate your willingness to partner with us on this goal.

Student Name: _____ **Grade:** _____

Date(s) of Absence: from _____ to _____

Will other family or household members be completing this form? YES NO

Reason for Absence:

Parent/Guardian Signature: _____ **Date:** _____

State law permits students to be excused from school for a maximum of 10 days per school year. Please reference AASD Board Attendance Policy Rule-430 on the District website.

- This form needs to be submitted if the student will be absent more than 3 days or has met their 10 day maximum (includes: illness, tardy and others) of absences for the school year.
- This form needs to be submitted to the school office at least one week in advance of the absence.
- One form must be submitted for each child in the family that is requesting an absence.