



DANBURY LOCAL SCHOOLS

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DANBURY MIDDLE SCHOOL Vacation Request

Vacation forms must be filed two weeks prior to the vacation date. The form must be filled out by the custodial parent or guardian and state the following:

1. The proposed educational value of the vacation.
2. Dates the student will absent.

If vacation is granted, teachers will provide missing assignments. Students will be responsible for completion of the assignments. Five excused vacation days may be permitted provided the student will not accumulate a total of 14 days of absences. In addition, if the student has already accumulated 6 unexcused absences the vacation will not be permitted. Parents will be notified in writing of approval or disapproval regarding the request. Vacation days will not be permitted during the week(s) of state achievement testing or other standardized testing. **Please call the school if you have any questions regarding specific testing dates.**

Date of Request _____

Student's Name _____

Parent's Name _____

Address _____

Vacation dates requested _____

Educational value of vacation

Parent's Signature _____

For Office Use Only

Number of vacation absences for current year _____

Vacation has been approved

Vacation has been denied for the following reason (s):

Principal Signature

Date