

# Educational Leave of Absence Proposal

## Huntingtowne Farms Elementary



Submit proposal to attendance secretary at [hfesattendance@cms.k12.nc.us](mailto:hfesattendance@cms.k12.nc.us)  
**at least 2 weeks in advance**

<u>Student Name:</u>	<u>Grade Level:</u>
<u>Reason for Absence:</u>	<u>Dates of Absence:</u>
<p><u>Educational Standards:</u> Identify the North Carolina State Standards absence and independent study project are related to. Identify at least two standards for each subject listed below.</p> <ul style="list-style-type: none"><li>● <b>Reading:</b><ol style="list-style-type: none"><li>1.</li><li>2.</li></ol></li><li>● <b>Math:</b><ol style="list-style-type: none"><li>1.</li><li>2.</li></ol></li><li>● <b>Science:</b><ol style="list-style-type: none"><li>1.</li><li>2.</li></ol></li></ul>	
<p><u>Educational Benefits:</u> Describe the educational benefits derived from the absence, specifically aligned to the standards and objectives cited above.</p>	

Educational Independent Study Project:

Describe below the independent study project the student will submit upon returning from absence (i.e. project, journal, presentation).

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**Approval Determination**

(this area is to be completed by the principal only)

- APPROVED (Code 1 - excused) counted as an absence
- NOT APPROVED (Code 2 - unexcused) counted as an absence

Principal's Signature: \_\_\_\_\_

Date: \_\_\_\_\_