



# DANBURY LOCAL SCHOOLS

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## VACATION DAYS – REGULATIONS

Vacations must be requested two weeks prior to the vacation date. The custodial parent or guardian must fill out this form. Students should make arrangements with teachers for schoolwork that will be missed. Students will be responsible for completion of assignments. All days count as absences in accordance with the attendance policy. Students will be notified in writing of approval or disapproval of the request.

**VACATION DAYS ARE STRONGLY DISCOURAGED DURING TESTING PERIODS.**

Students(s) \_\_\_\_\_ Grade \_\_\_\_\_ Date of request \_\_\_\_\_

\_\_\_\_\_ Grade \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

School Absence Dates Requested \_\_\_\_\_ to \_\_\_\_\_

Vacation plans:  
(Detail educational value)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

## Vacation Leave – Teacher Notification

Student Name \_\_\_\_\_

The student must complete the remainder of this form by getting assignments from the classroom teacher.

PERIOD	CLASS	TEACHER INITIALS
1		
2		
3		
4		
5		
6		
7		
8		

Students are encouraged to complete all assignments **BEFORE** going on vacation.

For office use only:

Current Semester Attendance:	
Absences _____	Tardies: _____
Plan is: approved / denied	
_____	_____
Principal Signature	Date