

**ORRVILLE HIGH SCHOOL
STUDENT VACATION/LEAVE**

FAMILY VACATIONS/PRE-EXCUSED ABSENCES (PER OHS HANDBOOK)

Every effort should be made to plan family vacations during a time that will not require a student to miss school. In the event that this is unavoidable, the student/parent must complete a vacation notification form available in the school office prior to the vacation. In order to receive credit for all assignments, the students must turn those in the day he/she returns to school. Any tests given during this period will be administered to the student upon his/her return. Hunting trips fall under the same classification as family vacations. To be excused, the trip must be considered a family vacation.

Student Name _____ Grade _____

Dates of Absence _____ to _____

Purpose of Request _____

Parent Signature _____

Teacher Acknowledgement

Pd. 1 _____

H.R. _____

Pd. 2 _____

Pd. 6 _____

Pd. 3 _____

Pd. 7 _____

Pd. 4 _____

Pd. 8 _____

Pd. 5 _____

Turn form into office once all information has been filled in.

Signature of School Administrator _____