

Crown Leadership Academy
Absence Pre-Approval Form

The following is the Crown Absentee Policy, as stated in our handbook:

“At Crown we understand that family time, such as trips, can be used as powerful educational experiences. We have specifically created breaks throughout the academic year to encourage family time and travel. However, if your child is going to be absent from class, due to family time or illness, he or she will be required to make up any class work missed within a specific timeframe agreed upon by the teacher and student. Because our curriculum is heavily based in technology, we strongly recommend that work be completed the same day as it is given in class. Students are encouraged to use the school curriculum portal, email and Skype to complete any or all missed assignments as quickly as possible.”

Today's Date _____

Student's Name _____

Absence Date(s) _____

Reason for absence _____

Will you have Internet access during your absence and the ability to participate in class activities with Crown? _____

What is the final day for completion of missed assignments, as agreed upon between the teacher and the student? _____

Student's Signature _____

Parent's Signature _____

Teacher's Signature _____