



Rea View Elementary
Home of the Red Wolves

Educational Opportunity Request Form

The Union County Public Schools Attendance Policy identifies “Educational Opportunity with prior approval by the Principal” as one category for lawful absences. This form has been created to serve as a means of communication between the parent and the principal prior to the educational opportunity, and to provide details regarding the process that will be followed at Rea View for such requests. In order for a child’s absences for an educational opportunity to be considered as lawful, this form must be completed and returned to the principal at least one week prior to the absence, and all other requirements described below must be satisfied.

Student Name _____

Teacher Name _____

Parent Name _____

Date(s) of Educational Opportunity _____

Number of School Days Missed _____

Nature of Educational Opportunity (Please include the specific destination, the educational components of the opportunity, and how the opportunity will enhance your child’s learning.)

The final determination as to whether or not absences from an educational opportunity will be coded as lawful or unlawful will be made after the experience has taken place and the child has presented to the principal evidence of his/her learning. The evidence of learning can come in the form of a journal describing what was learned, a scrapbook of photos with captions describing what was learned, a poster highlighting what was learned, a student-created travel brochure, or other similar creation that represents what was learned. The student will be given two days for each day absent as a timeline for turning in the documentation of his/her learning. For example, if the child was absent three days for the educational opportunity, the documentation of learning would have to be turned in within six days of returning to school. In addition, all make-up work from the classroom teacher must be turned in within this same timeframe in order for the absence to be considered as lawful.

*Please carefully consider the primary purpose/nature of the trip/opportunity prior to requesting the absence be coded as lawful. If the primary purpose of the absence will be for recreation or leisure, please do not request this to be considered as an “Educational Opportunity” or lawful absence.

Parent Signature _____

Date _____