

Brooklyn Elementary School
204 Division Street
Brooklyn, WI 53521

Dear Families,

Thank you for letting us know that your child will be out of school for two or more days. While nothing can replace the benefits of actively learning in the classroom, we also recognize that extenuating circumstances such as family emergencies, vacations, and other obligations may sometimes conflict with the school day. Oregon School Board policy states that a student may be excused by a parent/guardian for not more than 10 days in the school year.

While it is not always possible for a teacher to provide materials for assignments in advance of a planned absence, we will always do our best to accommodate your request for homework. In preparation for the absence, please complete the information below and return to your child's teacher or to the office of Brooklyn Elementary.

Student Name: _____

Dates of planned absence: _____

Reason for absence: _____

Parent Signature: _____

Date: _____