

Holy Family Early Childhood Center

VPK Program – Absence Excuse Form

Child's Name:

Date(s) of absence:

Reason for absence: (please check the choice below which applies)

- Illness or injury of the child or the child's family member which requires hospitalization or bed rest (ex: Common cold, pink eye, strep throat).
- Physician or dentist appointment.
- Infectious disease or parasitic infestation (ex: vomiting, diarrhea, head lice).
- Funeral service, memorial service, or bereavement upon the death of the child's family member.
- Life-threatening illness or injury of the child's family member.
- Compliance with a court order (e.g., visitation, subpoena).
- Special education or related services for the child's disability (ex: PT, OT, Speech)
- Observance of a religious holiday or service, or because the child's or parent's religion forbids secular activity on the instructional day.
- Family vacation, **not to exceed five excused absences per program year.**
- Extraordinary circumstances beyond the control of the child and the child's parent.

Comments:

Parent Signature:

Date:

Please refer to the VPK Program Absence Policy for clarification.