

**RELEASED TIME
PARENT REQUEST FORM**

It is our intention to withdraw _____ from school on _____
until _____ for the purpose of _____.

I realize that by withdrawing my child from school, his/her educational progress might be harmed. It will be my responsibility to assure that any make-up work required will be requested at least seven days in advance, and that work assigned is completed within the prescribed time limits as outlined by the school. It is also understood that make-up tests will be administered in a timely fashion by the classroom teacher.

Parent or Guardian

Adopted: May 5, 1983
Revised: December 10, 1991
Reviewed: March 19, 2002