Superintendent of Schools
Dr. Richard Rogers

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Request for Excused Absence for Students Whose Parents Serve in the U.S. Armed Forces or National Guard on Extended Active Duty

Per OCGA 20-2-692.1, a student whose parent or legal guardian is serving in the military in the U.S. armed forces or National Guard on extended active duty is allowed up to a maximum of:

- 5 days excused absences per school year to visit with a parent/guardian prior to an overseas deployment to a combat zone or combat support posting, or during parent's/legal guardian's R&R leave or return from deployment;
- 5 days excused absences over two school years for military affairs sponsored event, to include visiting a military parent/legal guardian in a medical facility; or attending a ceremony for the military member, such as promotion, graduation or retirement.

Please submit this request 10 days prior to an absence to the school principal, with documentation. Either of the following may be provided: a copy of the Contingency, Exercise or Deployment Orders (CED) or a memo signed by the Robins Air Force Base School Liaison Officer (SLO).

Child's Name: _____

Child's School: _____ Grade: _____

Deployment/Event Date:_____Date of Student's Absence _____

Please notate the number of days beside the reason for the absence:

_____Prior to military member's overseas deployment or during leave while deployed
_____Visit to military member in a medical facility
_____Attend military affairs sponsored event
_____Total number of days requested this school year

Students will be responsible for their homework and making up any missed tests or class reports upon return to school. Parents are asked to work with the classroom teacher and their children to ensure that students stay up-to-date on class material. For general information regarding student absences, see Board Policy JBD, Absences and Excuses.

Parent's Name: _____ Address: _____

Date: _____ Phone: _____

___ Absence Approved as Excused _____Absence Unexcused _____Absence Unexcused Without Penalty

Principal/Designee Signature: _____