

Approval for Planned Excused or Justifiable Reason Absence

LACES

**School attendance is vital to a student's achievement.
Students who develop patterns of good attendance
are much more likely to be successful
both academically and socially.**

To avoid truancies, student absences must be cleared by the parent *and* qualify with a "Valid Excuse" (LAUSD Parent Student Handbook pg. 1 – CA Ed Code 48205) which includes:

- Ⓒ Illness
- Ⓒ Medical, dental, optometric or chiropractic services
- Ⓒ Funeral service of an *immediate* family member
- Ⓒ Justifiable reason approved by principal (See form below)

According to LAUSD and California Educational Code, truancy occurs when a student is "absent from school without 'Valid Excuse' for three full days *or* tardy more than 30 minutes during the school day." Truancies, as defined by LAUSD, also include '*parent permitted truancies*' (Parent Student Handbook p.2), as follows:

- o Personal business
- o Vacation during school days
- o Car problems
- o Rain
- o Walk-out/Demonstration

In addition, *any uncleared* absences are considered truancies. All absences must be cleared within 10 school days.

To avoid truancy letter from the District please do the following:

~ Clear all absences with a **Valid Excuse** (see above) by sending a letter with your child to the LACES Attendance Office

** If you would like permission to qualify an absence as a justifiable personal reason not listed above, please submit this completed form to the Attendance Office for approval.*

**My child _____ was/will be absent
on the following date(s): _____ Full or Partial Day (circle one)**

For the following reason: (reasons may include, but are not limited to college trip, court appearance, funeral other than immediate family member, educational conference, court appearance, observance of religious holiday or ceremony, and employment conference)

Parent Signature: _____ **Date:** _____

Principal's Approval: _____ **Date:** _____ **Reason Code:** _____