



DR. MARK SCOTT
SUPERINTENDENT OF SCHOOLS

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2015 - 2016 Academic Year

Dear Military Families:

The Houston County School System is supportive of our military families, especially during the difficult time of deployment. In an effort to ease the burden of our students who have a **parent/guardian deploying**, Houston County Schools will allow **up to a total of 10 days of excused absences each academic year** to allow families time together during the deployment cycle. Excused absences will be allowed only for the following reasons:

- ✓ pre-deployment, the day before deployment - **one day**;
- ✓ day of departure – **one day**;
- ✓ reunion, post-deployment – **one day**;
- ✓ R&R break – **up to three days**;
- ✓ travel to visit an injured parent – **up to five days**.

Students will be responsible for their homework and will need to make up any missed tests or class reports upon return to the classroom. Parents are asked to work with the classroom teacher and their child(ren) to ensure that students stay up-to-date on class material.

We will work with you to help your child succeed academically and emotionally. We ask that this be a collaborative effort. Please keep absences to a minimum, especially during important standardized testing time such as administration of the *Georgia Criterion-Referenced Competency Test* or *Georgia High School Graduation Test*.

Sincerely,

Dr. Mark A. Scott

Dr. Mark A. Scott
Superintendent

MAS:tml

P.O. Box 1850 • PERRY, GEORGIA 31069
(478) 988-6200 • FAX (478) 988-6259
WWW.HCBE.NET



REQUEST FOR EXCUSED ABSENCE

For Students of Military Families Affected by Parent/Guardian's Deployment

Please submit prior to absences in order to allow processing time.

Please print clearly and use ONE FORM PER CHILD. All areas must be completed.

Child's School _____

Child's Name _____ Grade _____

Today's Date _____ Deployment Dates _____

ELIGIBLE REASON FOR ABSENCE – Check below:

_____ Pre-deployment, the day before deployment - **one day**;

_____ Day of departure – **one day**;

_____ Reunion, post-deployment – **one day**;

_____ R&R break – **up to three days**;

_____ Travel to visit an injured parent – **up to five days**.

_____ **Total number of days requested.** (Not to exceed listed amount)

Comments: _____

The first day out of school will be _____, 2015-2016.

My child will return to school on _____, 2015-2016.

I request that my child's absence(s) be excused as they relate to a parent/guardian's military deployment.

I am aware and understand that my child is still responsible for his/her homework and will need to make up any missed tests or class reports upon return to the classroom. I will work with the classroom teacher to help keep my child up-to-date on class material.

*Parent's Name (please print) _____

*Parent's Signature _____

*Street Address _____

*City _____ *Zip Code _____ *Phone _____

Please return this form to your child's school. A letter will be sent to your home and to the school in response to your request.

Contact: Tijawanda Lowder PH: 478-988-6200 ext. 10105, FAX: 478-988-6259

School: Pony to Tijawanda Lowder -8010