



HOME OF THE BULLS

Wiregrass Ranch High School
2909 Mansfield Boulevard
Wesley Chapel, Florida 33543
(813) 346-6000 FAX: (813) 346-6091

Principal – Robyn White
Assistant Principal: Jimmy DuBose • Assistant Principal: Timothy Light
Assistant Principal: Cindy Miller • Assistant Principal: Christy Rankin • Assistant Principal: Diamela Vergne

WIREGRASS RANCH HIGH SCHOOL ABSENCE REQUEST FORM

STUDENT LAST NAME: _____ FIRST NAME: _____ MID INIT: _____

STUDENT ID#: _____ GRADE: _____

PERSONAL ABSENCE – Parents: Please write an explanation for the absence:

***Family vacations/trips are not considered excused absences per district policy unless they can prove an educational relevance.**

SCHOOL RELATED ABSENCE – COLLEGE VISIT – Student must obtain proof of attendance from The College Admission Office verifying attendance and then attach it to this form **before** handing it in to the Attendance Secretary.

THE ABOVE NAMED STUDENT HAS REQUESTED PERMISSION TO BE ABSENT:

STARTING DATE: ____/____/____ ENDING DATE: ____/____/____ I PLAN TO RETURN TO SCHOOL ON: ____/____/____

PARENT PRINTED NAME: _____ PHONE #: _____

PARENT SIGNATURE: _____ DATE: _____

ADMINISTRATOR'S SIGNATURE _____ (3+ DAYS ONLY)

Students must obtain all teachers signatures and make-up requirements:

INSTRUCTIONS TO TEACHERS: Please sign your name in the appropriate space below. If you feel the absence will jeopardize the student's opportunity for success in your class, call the parents to discuss the student's academic difficulties. Give the student as much work to be covered during the absence as possible.

PERIOD	TEACHER NAME	TEACHER SIGNATURE
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____
10	_____	_____

MAKE-UP POLICY: If a student has an excused absence, including OSS or Advanced Absence Requests, it is their responsibility to follow the protocol set forth by the teacher in his/her classroom syllabus regarding the make-up work policy. All assignments will be available electronically via one of the following avenues:

ESEMBLER: <http://grades.pasco.k12.fl.us/default.asp> **BLOG:** <http://wrhsblogs.pasco.k12.fl.us/users/>

CANVAS: <https://pasco.instructure.com/login/canvas>