



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

**REQUESTS MUST BE APPROVED AT LEAST ONE WEEK IN ADVANCE
(Student Code of Conduct 15)**

Principal – Jennifer Waselewski
Assistant Principal: Aaron Young • Assistant Principal: Christy Rankin
Assistant Principal: Allison Taylor • Assistant Principal: Diamela Vergne

WIREGRASS RANCH HIGH SCHOOL ABSENCE REQUEST FORM

LAST NAME: _____ FIRST NAME: _____ MID.INIT: _____

STUDENT ID: _____ GRADE: _____

PERSONAL ABSENCE – Parent/Guardian – Please write an explanation for the absence and visit our website for more information: <https://wrhs.pasco.k12.fl.us/students/attendance-policy/>.

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

SCHOOL RELATED ABSENCE - COLLEGE VISIT (Limit 2 per Semester) – Students must obtain proof of attendance from The College Admission Office verifying attendance and return to the Attendance Secretary after visit. Name of College/University: _____

THE ABOVE NAMED STUDENT HAS REQUESTED PERMISSION TO BE ABSENT.

STARTING DATE: ____/____/____ ENDING DATE ____/____/____

I PLAN TO RETURN TO SCHOOL ON: ____/____/____

PARENT/ GUARDIAN PRINTED NAME: ____/____/____ PHONE#: _____

PARENT/GUARDIAN SIGNATURE: _____ DATE: _____

ADMINISTRATOR 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 parent/guardian to discuss the student's academic difficulties. Give the student as much work to be covered during the absence as possible.

PERIOD	TEACHERS NAME	TEACHERS SIGNATURE
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____

MAKE-UP POLICY: If a student has an excused absence, including OSS or 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. Assignments may be available via the following avenue:

Parent access to myStudent: <http://www.pasco.k12.fl.us/parents> (District Website)

10.20.2023