



FS-26-TW TEMPORARY STUDENT WITHDRAWAL FOR UP TO 15 DAYS PARENT/LEGAL GUARDIAN REQUEST

A new form must be completed each school year AFTER a student has attended in person.

Student Name: _____ Grade: _____ Date of Birth: _____

First Day Away (DD/MM/YY): _____ Student Return Date: _____

Total School Days Missed: _____

Family Contact Information during absence: _____

Reason for Absence: _____

I, the parent/legal guardian of the above student, request that my child be excused from school for the above period under Subsection 23(3) of Ontario Regulation 298. I understand regular attendance is important for student success and take responsibility for any missed work/tests during the time away.

I understand the school is not required to provide alternative programming. If my student does not return by the 15th day of absence, I understand **they will be removed from the enrolment register effective their first day of non-attendance.**

Parent/Legal Guardian Signature: _____ Date: _____

Principal or Delegate's Signature: _____ Date: _____

Note: Only Secondary Schools may allocate a delegate for signing purposes

Office attendance instructions for students away for up to 15 consecutive days who have completed this form:

Mark as "G – temporary withdrawal" until the return date. If the student does not return after 15 consecutive absences, demit to the first day of non-attendance. A return date must be provided; withdrawal cannot be for an indefinite period.

Original: Retain for current year +2 in the Enrolment Binder

Copy: Social Worker (for compulsory school aged students absent 15 consecutive days or more who have not returned on the "Student Return Date" or for retirement notification purposes only)