

School District No. 38 (Richmond)



NOTICE OF LATE RETURN FORM - 2017/2018
(Accommodation for Extenuating Circumstances)



This form is to be completed for any student(s) who expect to return to their assigned school
LATER THAN 12:00 pm on Wednesday, Sep. 6, 2017 and ON or BEFORE Sep. 15, 2017.

Parents are reminded that being absent at the start of the school year has the following ramifications:

- 1) Missed valuable instructional time
- 2) Missed valuable learning opportunities
- 3) Missed valuable explanations of expectations and routines
- 4) Missed valuable opportunities to make important social connections at the start of a school year and that...
- 5) If a student is not returning on or before September 15, 2017, a school cannot reserve a spot guaranteeing the ability to be enrolled in the school. There may be a need for placement at another school.

In conclusion, the reason for a late return should only be for extenuating circumstances.

This form must be submitted to the school principal, if possible, before June 23, 2017.

In the event of an unforeseen family circumstance occurring on or after July 3, 2017 that causes an unexpected late return to the school, the parent must advise the school as soon as possible by email via the school website or letter so that the student's place in the school may be reserved.

The School phone is _____ The School Website is _____

PLEASE PRINT CLEARLY

_____, in Grade _____ (Sep. 2017)

_____, in Grade _____ (Sep. 2017)

Last Name

First Name

The DATE OF RETURN for my child(ren) will be _____

Dear Principal:

My child(ren) will be attending _____ School for the 2017/2018 school year. My child(ren) will NOT be in attendance at the school before 12:00 pm on Wednesday, September 6, 2017.

PLEASE ATTACH A LETTER THAT CONTAINS AN EXPLANATION OF THE EXTENUATING CIRCUMSTANCE THAT HAS RESULTED IN THE NEED TO RETURN LATE IN SEPTEMBER.

Father's Name: _____ Mother's Name: _____

Address: _____

Home Phone: _____ Day/Work Phone [F] _____

Cell Phone: _____ Day/Work Phone [M] _____

DATE: _____ Parent Signature: _____

Alternate Contact: _____ Phone: _____

I understand that if my child does not return to school by September 15, 2017, my child may have to attend another school.

Signature: _____ Date: _____

Revised: Apr. 7, 2017