



## **LV Rogers Secondary School Extended Absences**

It is important for our school to know when students will be absent, including but not limited to, extended absences.

**Extended absences are those that are one or more week in length.**

Parents/Guardians, please complete the **Extended Absence Form** on the next page and submit to Principal, Dan Rude, by email at [dan.rude@sd8.bc.ca](mailto:dan.rude@sd8.bc.ca) - or by delivering a hard copy to the office.

Please note that extended absences are likely to impact students' education due to missed instruction, the social nature of learning, hands-on learning experiences, timely assessments, and safety demonstrations.

For an extended absence due to **injury, illness, or emergent family issues**, Academic Counsellors & Administration will work with Classroom Teachers, Inclusion Support Teachers, and our School-Based Team to determine an interim plan to reduce the impact on the student's education. These plans will be determined on a case-by-case basis.

For an extended absence due to **family holidays or vacations when school is in session**, please note that Classroom Teachers are not obligated to provide work and/or pre-teach or post-teach materials. Although we do use many online tools to support student learning, our classes are not intended to be delivered remotely. Therefore, achievement and academic standing will likely be impacted.

For curricular or extra-curricular field trips, please have your student pick up an **Extra-Curricular Travel Form** at the Office.

Please visit the following for more information.

- SD8 Policy 320 - [https://www.sd8.bc.ca/sites/default/files/documents/2022-09/320%20Student%20Attendance\\_1.pdf](https://www.sd8.bc.ca/sites/default/files/documents/2022-09/320%20Student%20Attendance_1.pdf)
- SD8 Administrative Procedure 320.1 - <https://www.sd8.bc.ca/sites/default/files/documents/2022-09/AP%20320.1%20Student%20Attendance%20%282022.04.11%29.pdf>

Thank you,

Dan Rude - Principal, LV Rogers Secondary School

[dan.rude@sd8.bc.ca](mailto:dan.rude@sd8.bc.ca)

**LV Rogers Secondary School Extended Absence Form**

- Student Full Name: \_\_\_\_\_
- Grade: \_\_\_\_\_10 \_\_\_\_\_11 \_\_\_\_\_12
- Parent/Guardian Name & Contact Information (email and/or phone number):  
\_\_\_\_\_
- Parent/Guardian Contact (email or phone):  
\_\_\_\_\_
- Dates of Absence:  
\_\_\_\_\_
- Reason for Absence (please check off below)
  - ☐ Medical (provide medical note to Office)
  - ☐ Emergent Family Issue
  - ☐ Vacation
  - ☐ Other

Explanation for Absence:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Table below to completed by the Principal, with each Teacher**

Block	Class & Teacher’s Name	Teacher’s Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
LVR Administration Signature