

THOMAS R. GROVER MIDDLE SCHOOL

10 Southfield Road, West Windsor, New Jersey 08550

Phone: (609) 716-5250 Fax: (609) 716-5270

<http://www.ww-p.org>



Lamont A. Thomas, Principal
Jack C. Colella, Assistant Principal
Maureen E. Cook, Assistant Principal

Dear Parent/Guardian:

While we understand there may be extenuating circumstances for arranging vacations during the school year, we would discourage the scheduling of prolonged vacations that disrupt your child's learning experience for the following reasons:

- A goal of the West Windsor-Plainsboro Board of Education is to provide an appropriate program for every student enrolled in the schools of the district. Pupil participation in all regularly scheduled classroom activities is essential in order to accomplish this goal.
- Vacation days are documented as unexcused on your child's attendance record.
- Frequent absences from regularly scheduled classes disrupt the learning process and prevent a student from receiving the maximum benefits of the educational program. In order for a child to be a successful student, it is important to attend school each day.
- While your child can complete assignments gathered from teachers or their websites during his/her absence, none of these assignments or activities can replicate the learning experience delivered in the classroom.
- We have learned from experience that if you elect to schedule a family vacation during the school year, your child may return to the school routine feeling overwhelmed in academic as well as social areas of middle school life.

The following practices apply for absences due to family vacations:

1. The student completes a *Long-Term Student Absence* form obtained from the attendance office and has it signed by a parent/guardian, teachers, counselor, and the assistant principal. This form must be returned to the Attendance Office prior to the absence.
2. Extended unexcused absences such as travel/vacation/personal plans are strongly discouraged due to the negative impact that such absences have on a child's education. For unexcused absences, the student will be responsible for obtaining and completing make-up work upon return to school. School materials and assignments will not be provided in advance for vacations longer than a week.
3. It is our expectation that the student will be responsible for making arrangements to complete all missed work and/or tests.

Thank you for considering the implications of long-term absence on your child's schoolwork.

Sincerely,

Lamont Thomas, Principal Grover Middle School

Signature of Parent or Guardian

____/____/____
Date

The mission of the West Windsor-Plainsboro Regional School District, valuing our tradition of excellence, is to develop all of our students as passionate, confident, life-long learners who have competence and strength of character to realize their aspirations and thoughtfully contribute to a diverse and changing world.

THOMAS R. GROVER MIDDLE SCHOOL
LONG-TERM STUDENT ABSENCE

Student's Name _____ Grade _____ Team _____

Date of Absence _____ thru _____

Reason for Absence _____

Parent/Guardian Signature _____

	<u>Teacher</u>	<u>Subject</u>	<u>Teacher's Signature</u>
Period 1	_____	_____	_____
Period 2	_____	_____	_____
Period 3	_____	_____	_____
Period 4	_____	_____	_____
Period 5	_____	_____	_____
Period 6	_____	_____	_____
Period 7	_____	_____	_____
Period 8	_____	_____	_____

School Counselor _____

Assistant Principal _____

*** RETURN TO THE ATTENDANCE OFFICE ***