



Play and Learn School

Notice of Extended Absence

Child's Name	
Date of Departure	Date of Return
Reason for Extended Absence	

Alternate Contact Information

Name of Alternate Contact	
Phone	Email
Name of Alternate Contact	
Phone	Email

Parent Verification

Participation in the daily school routine is vital to the educational and emotional growth of each child. While we understand that emergencies do occur, we encourage parents to travel during the scheduled breaks throughout the school year.

The maximum length of any extended absence is ten (10) consecutive days. After ten (10) consecutive days, a child will be removed from the program.

Students may be readmitted after ten (10) consecutive days if space available. However, Play and Learn cannot guarantee placement will be in the same classroom.

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Parent/Guardian Name

Parent/Guardian Signature

Date

Family Worker Signature

Date