



## POLICY REGARDING LEAVE OF ABSENCE

**Our position is that school is important. Therefore, we do not grant leave for pupils without special reason.**

From the new Education Act:

*A student may be granted a brief leave of absence for personal matters. If there are special reasons, an extended leave is granted. The Principal decides on leave. The principal must not instruct someone else to make decisions for leave of absence longer than ten days. (Education Act Chapter 7, § 18).*

Work in schools requires continuity, perseverance and cooperation so we require that both students and teachers are in attendance. Extended leave is, therefore, only granted in exceptional circumstances. We know that a trip can be extremely rewarding for our students. However, students have many weeks holiday and when it is term time, we think it is important that they participate in all school tuition.

Leave of absence means that the guardian deliberately interrupts education and thus the help school provides to achieve the goals for that period. Additional work, support and feedback as well as examinations cannot be requested from the student's side. The school may require, however, that the student demonstrates to the teacher that he/she has acquired the necessary knowledge/skills.

In years 7 to 9 we generally **reject** leave of absence. If **approval** for leave of absence is required, the student must contact the subject teachers and get permission first. This forms the basis for the Principal's decision.

Some of the considerations the teacher will take into account are:

- Is a major topic and crucial element of the grading criteria planned for the period?
- Will a student on leave of absence run the risk of failing the grading criteria?
- Is the student capable of independent study and initiative in order to make up for lost ground?

There may be compelling personal reasons to warrant leave of absence. If this is the case, describe them in detail on the back of the application form so that we can make a considered judgment.

At Rödabergsskolan, teachers and mentors have the power to grant up to two days per academic year for private matters. Leave in excess of two days per school year is determined by the Principal(s).



If you, as parents, despite our rejection of the request for leave of absence, choose to let your child be absent from school, e.g. a holiday, then it is your choice as guardians. But note that an unauthorized absence will be registered on the term certificate and grade.

Peter Lundström  
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