

# *Policies and Guidelines*

## *Absences From Secular School For The High Holy Days*

- It is our hope that the following materials will be of assistance to you in communicating with your respective schools and teachers about the High Holyday absences of your children. This sample letter is designed for use in any year:

DATE

Dear TEACHER,

My child, NAME, has enjoyed the beginning of the school year. Thank you for creating such a positive classroom experience for him/her.

NAME will be absent from school on DATES to observe the Jewish Holydays Rosh Hashanah, Yom Kippur, Sukkot, and Simchat Torah. S/he will be spending the day in worship at our synagogue and with family members in appropriate holyday observance. We will be happy to see that NAME completes the missed assignments; please understand that the assignments will be completed within a few days after each of the festivals. Jewish Holyday observance precludes doing homework.

We thank you for enabling NAME to fulfill his/her Jewish responsibilities at this time of the year. Best wishes for a successful school year.

Sincerely,

PARENT

### Poway Procedures For Absences On Jewish Holydays:

Absences from school for the High Holydays are considered excused absences for internal purposes by the Poway Unified School District. This means that students will not be penalized for attendance awards or academic honors when absent from school for the High Holydays. The following guidelines should help in obtaining these excused absences:

1. A formal letter should be written to the school explaining the absence and the number of days the child will be absent. A sample letter is available at the Temple office.
2. Students will be entitled to make up any missed work. Parents/students are responsible for requesting any missed work and/or scheduling time with their teachers to meet with them if they require additional assistance. Homework will be provided by the teacher at the parent's request.
3. Additional rules apply if the child(ren) will miss more than 5 consecutive days of school. Please consult your school principal for information on excused absences of longer than 5 days.

If you have any questions, please feel free to contact Rabbi Castiglione at the Temple office.