

WEST SHORE SCHOOL DISTRICT

Request for Exemption from Instruction

Completed and signed requests should be submitted to the Assistant Superintendent. Each request will be reviewed for compliance with Board Policy 105.3. Please contact the Assistant Superintendent with questions.

Parent/Guardian: _____ School: _____
Student: _____ Grade: _____
Street Address: _____
City: _____ State: _____ Zip Code: _____
Daytime Phone Number: _____ E-Mail Address: _____

Please Note: Parents/Guardians have the right to have their child excused from specific instruction on the basis of a conflict with their religious beliefs (those of the parent or the student). Specific instruction is defined as identifiable elements of instruction from a teacher, not academic standards or an entire curriculum.

Procedure for Exemption from Instruction Requests

- If the request for exemption complies with Board Policy 105.3, the Assistant Superintendent will (a) notify the Parent/Guardian that the exemption is granted; (b) indicate where the student will report for excusal; and (c) explain the process for a student to exercise his/her right to be excused in accordance with the Parent's/Guardian's request. The building administrator will share with the teacher(s) the specific instruction for which the exemption has been approved.
- If the request for exemption from instruction does not comply with Board Policy 105.3, the Parent/Guardian will be notified that the exemption is denied.

REQUEST

Describe the specific areas of instruction being requested for exemption: To assist the District and school staff in ensuring that the student is excused from the correct instruction, be as detailed as possible in your description. If needed, additional pages may be used.

ATTESTATION

By signing below, I attest to the following:

- The specific instruction described in this request conflicts with my or my student's religious beliefs.
- I read Board Policy 105.3 and understand my request and the detail I provided in the completion of this form will be reviewed in conjunction with Board Policy.

Signature: _____ Date: _____