



QUEEN OF ALL SAINTS SCHOOL
1405 Como Lake Ave. Coquitlam, BC V3J 3P4
Phone: 604-931-9071 - Fax: 604-931-9089

Dear Office Staff,

_____ (student's name) will be away on a family vacation from
_____ to _____.

Prior to the vacation, teachers will not be able to provide all the work that will be missed during an extended absence; however, students are responsible for work assigned and it is to be completed upon returning to school. If a student's attendance is below the minimum required to receive the full Government Grant, the parents will be asked to make up any loss incurred by the school (Queen of All Saints School Parent Handbook).

_____ (Parent Name)

_____ (Parent Signature)

_____ (Date)