

Petition for Bereavement Leave of Absence

Students who experience the death of an immediate family member, **Must Email DASLOA@dusd.net**. DAS's Bereavement policy aligns with the same standards which DAS's faculty and staff follow.

DAS has the right to request documentation that verifies the death (e.g., a funeral program or death certificate). It is up to the discretion of the DAS Principal to determine if a death outside of the immediate family warrants implementation of the student bereavement policy.

As defined in DUSD's Bereavement Policy, article IV, section G, bereavement leave shall be for a period three (3) excused days, except when travel beyond a 300-mile radius or out of state is necessary, in which case the leave shall be extended to five (5) excused days.

All requests/petitions must include:

- Beginning Date
- Expected Return Date
- **Statement** which includes the reason for the request.
- **Proper documentation in alignment with requested beginning and expected return date**
- Forms must be signed and dated

Last Name	First Name	SID Number	
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Street Address		Apt #	Telephone Number
City	State	Zip	Email
Program	AM – PM?	Teacher Name	Program Director Initial

Beginning Date of Leave: _____ **Anticipated Return Date:** _____

REASON FOR REQUEST

I have read and understand the instruction and policies regarding a Leave of Absence.

Is this petition to extend a previously approved leave? _____ Yes _____ No

Student Signature: _____ Date: _____