PUBLIC ENTITY SABA

Application form for leave due to important circumstances (LPW BES art.26)

To be filled in by the parent/guardian

Name applicant:.....

Adres .....

Telephone number:.....

Name (s) of the child (ren):.....

Date(s) of birth of the student(s): .....

School of the student(s).....

Details of student(s) attending a different school (School, Name(s)and Date of birth:

....

.....

Period of leave: from ..... up to .....

Reason for the leave **(vacation is not included in this)**:

_____

_____

_____

_____

_____

_____

_____

(Attach supporting documents)

Parent's signature..... Date of application.....

Decision

_____

To be filled in by the school director in the case of both a positive and negative decision.

The leave is granted: period of leave from .....up to .....

The leave is not granted: period of leave from .....up to.....

Reason for granting/not granting leave:

_____

_____

_____

_____

_____

If the above space is insufficient, please attach a separate document

If the leave exceeds 10 school days, the director will forward the application to the truancy officer.

Director Signature: Date:

Guidelines for Leave Due to Important Circumstances

1. **Important Circumstances for 10 School Days or Fewer per School Year**
   A request for additional leave in the case of other important circumstances, under Article 26 of the Compulsory Education Act BES, for 10 school days or fewer per school year, must be submitted to the school director either in advance or within two days of the occurrence of the obstruction.
2. **Important Circumstances for More than 10 School Days per School Year**
   A request for additional leave in the case of other important circumstances, under Article 26, Section 3 of the Compulsory Education Act BES, for more than 10 school days per school year, must be submitted, if possible, at least 8 weeks in advance through the school director to the truancy officer.

   The following guidelines apply:

   a. For fulfilling a legal obligation, as long as this cannot be done outside of school hours;
   b. For moving, up to 1 day;
   c. For attending the wedding of blood relatives or in-laws up to the 3rd degree, up to 1 or at most 2 days, and for weddings abroad, a maximum of 5 school days;
   d. For serious illness of blood relatives or in-laws up to the 3rd degree with no chance of recovery, the duration will be determined in consultation with the school director or the truancy officer (for more than 10 school days);
   e. For the death of blood relatives or in-laws:
   • In the 1st degree, up to 4 days;
   • In the 2nd degree, up to 2 days;
   • In the 3rd and 4th degree, up to 1 day;
   • Abroad: 1st to 4th degree, a maximum of 5 school days.
   Proof required: obituary card (in case of doubt, death certificate);
   f. For the 12.5-, 25-, 40-, 50-, and 60-year wedding anniversaries of parents or grandparents, and the 25-, 40-, and 50-year work anniversary, for 1 day;
   g. For other reasons deemed important by the school director, but not for vacation leave.

   In all cases, written proof must be submitted with the leave request.

Additional leave will not be granted for the following reasons:

- Cheap airfare;
- Because tickets have already been purchased or because no tickets are available during the vacation period;
- Early departure or later return due to traffic congestion;
- Exploring relocation abroad;
- Holiday distribution within the Dutch Kingdom/other countries;
- Employee work schedule.

Warning
The school director is obligated to notify the truancy officer of any unauthorized absence. A report can be filed against parents who keep their child(ren) away from school without permission.

Objection Procedure

If you disagree with this decision, you may submit a motivated objection to the decision under the General Administrative Law Act within 6 weeks from the date of this decision.

For a request of up to 10 days, the school director will decide. If you disagree with the refusal, you may submit a motivated objection to the school director, who will hear the applicant, possibly with third parties. The director will make a decision within 6 weeks.

For a request of more than 10 days, the truancy officer will decide. If you disagree with the refusal, you may submit a motivated objection to the truancy officer, who will hear the applicant, possibly with third parties, and will decide within 6 weeks. Submitting an objection does not have a suspensive effect.

If your objection is rejected, you may initiate an appeal procedure with the Joint Court Of Justice on Saba.