

Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

**Administrative Procedures for Policy #3405 (Students)
Regarding Student Participation in Political Campaign Activities**

- I. Request for an Excused Absence to Participate in a Political Campaign Activity
 - A. A high school principal may excuse any 11th or 12th grade student from school for up to three days to participate in a political campaign activity.
 - B. To request this permission, a student must submit to the principal at least ten days prior to the first day of the requested absence:
 1. A letter of request signed by the parent or guardian,
 2. Evidence that the candidate or political party has requested the services of the student; and
 3. A statement by the candidate or a representative of the political party of how and when the student's services will be used.
- II. Approval of the Excused Absence
 - A. Upon review of the required documents, the principal will decide whether to grant the requested excused absence. The principal may refuse the request if the principal determines that the student's absence would negatively impact the student's educational progress.