

FAMILY EDUCATIONAL TRIP

A student will be permitted to take one educational trip per school year not to exceed ten (10) school days, with her/his parents/guardians and receive an excused absence provided parents/guardians comply with the curricular requirements and receive prior approval from the Superintendent. The Family Educational Trip Form, Sections A and B, should be completed and returned to the Superintendent's office five (5) days prior to the trip.

A completed request requires the classroom teachers' signatures and that of the building principal indicating that (A) the student is presently in good academic standing and (B) assignments will be given to the student to cover class content missed while the student is absent.

Section A (Parents complete this section.)

Pupil's Name _____ Grade _____ School _____

Parents'/Guardians' Names _____

Address _____

Telephone _____

Dates pupil plans to be absent from school _____

Educational Itinerary _____

(Date)

(Signature of Parent/Guardian)

(Signature of Parent/Guardian)

Section B (School Personnel to complete this section.)

Teachers and building principal to indicate student's academic standing and that assignments will be given.

Teachers' Signatures	Academic Standing/Subject	Assignment Given (Please Check)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Principal's Signature _____

Superintendent's Signature _____

Section C (to be completed following the educational trip by the classroom teacher(s) and returned to the building principal).

Was the required work all completed?

Teacher(s) Signature(s)	Academic Standing/Subject	Assignments Given (please check)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Date _____

Principal's Signature _____