

Educational Trip Form

West Allegheny School Board Policy (6300.2d):

Educational Trip. Upon receipt of a **written** request from the parent/guardian, **at least one week in advance of the trip**, students may be excused from school attendance to participate in an educational tour or trip provided during the school term at the expense of the parent/guardian **when such tour or trip is so evaluated by the school principal** and student participants therein are subject to direction and supervision by an adult personage acceptable to the principal and the parent/guardian of the students concerned. **If above procedure is not completed, any absence will be considered illegal. Educational trips are to equal no more than five (5) days in a school year. Educational trips overseas may be given consideration for up to 10 (ten) days in a school year. In addition, trips will not be approved during state standardized testing periods, and/or for students with fifteen (15) or more absences.**

**Emphasis added*

Student(s) Names:

Teacher(s)/ Grade(s)

Dates of Educational Trip: _____

Homework requested: _____ Yes _____ No

****Must be requested to teacher(s) at least one week in advance if prior to trip****

Educational Value of Trip:

Parent/Guardian Signature _____ Date: _____