

# REDBANK VALLEY SCHOOL DISTRICT

920 BROAD STREET NEW BETHLEHEM, PA 16242

TELEPHONE 814-275-2426 FAX 814-275-2428

www.redbankvalley.net



## STUDENT EDUCATIONAL TRIP REQUEST

Parent Name \_\_\_\_\_

Parent Address \_\_\_\_\_

Parent Telephone Number \_\_\_\_\_

Student's Name, Grade, School (List name of elementary school)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dates Student will be Absent \_\_\_\_\_

Trip Destination \_\_\_\_\_

Educational activities to be covered \_\_\_\_\_

\_\_\_\_\_

(If more space is needed, please use other side of this form)

I, \_\_\_\_\_ Parent/Guardian of said child/children accept full responsibility for the student(s) absence from school.

Superintendent's Decision \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved

Superintendent's Signature \_\_\_\_\_

Date \_\_\_\_\_

The Redbank Valley School District is an equal opportunity education institution

## **STUDENT EDUCATIONAL FIELD TRIP POLICY**

**Parents interested in requesting to have a child or children excused from school for an educational trip will be bound by the following requirements:**

- 1 Parents must accept full responsibility for requesting the absence of a student or students from school.
- 2 The request must be submitted on a Student Educational Trip Form as supplied by the school district, and presented to the Superintendent's Office (920 Broad St., New Bethlehem, PA 16242) **10 days** prior to the trip.
- 3 Request must be limited to **5 school days**.
- 4 Request must list the educational activities to be covered during the trip.
- 5 Parents are responsible to see that school work is made-up (within one week) following the student or students return to school. Request for assignments should be made one week in advance of the trip.