

Redbank Valley School District

920 Broad Street
New Bethlehem, PA 16242
Phone: (814) 275-2426 Fax: (814) 275-2428

STUDENT EDUCATIONAL TRIP REQUEST

Total Days Used To Date: /5

(For Official Use Only, total including the days requested)

Parent/Guardian Name and Address:

Parent/Guardian Telephone Number:

Students going on the trip:

Students Name	Grade	Students Name	Grade
1.		3.	
2.		4.	

Dates student or students will be absent: _____

Trip Destination: _____

Educational Activities to be covered: _____

As the Parent/Guardian of: _____

I accept full responsibility for the student(s) absence from school.

X

Parent/Guardian Signature

Date

X

Principals Signature

Date

X

Superintendent's Signature

Date

Approved

Not Approved

Comments: _____

STUDENT EDUCATIONAL TRIP REQUEST 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 Street, New Bethlehem, PA 16242) **10 days** prior to the trip.
3. Request must be limited to **5 school days** per school year.
4. Request must list the educational activities to be covered during the trip.
5. Parents are responsible to see that schoolwork 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.