

SHALER AREA SCHOOL DISTRICT

SHALER AREA ELEMENTARY SCHOOL

(412) 492-1200 x8 3500

PARENTAL REQUEST FOR EDUCATIONAL VACATION TOUR OR TRIP

TO BE COMPLETED BY PARENT

1. Unless an emergency arises, the request should be made at least two (2) weeks prior to the trip.
2. Except for unusual family circumstances, trips will not be approved during the final two (2) weeks of school or during PSSA testing and other standardized testing time frames.
3. It is your child's responsibility to see teachers prior to the trip and collect all work that will be missed while absent.
4. If this request is denied, and the student still leaves, they will receive an unexcused absence.

Students must be in good academic standing and in compliance with our attendance policy for approval. All missed work must be completed and returned the first day back in school.

Student's Name _____ Grade _____

Destination _____

Date of Departure _____ Date of Return _____

Number of Previous Requests this School Year _____ Number of Days Requested _____

Number of Previous Approvals this School Year _____

Considering the general itinerary of your education tour of trip, how do you feel your child may benefit educationally through such a tour or trip?

Parent/Guardian Signature _____

Date _____

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FOR OFFICE USE ONLY:

_____ Approved

_____ Not Approved with the following justification

Signature of Principal _____