



Building Opportunities

Educational Trip Form

Parents desiring to take their children on an education trip must submit this form to the building principal with a description of the trip and its' education value to be gained by the student.

The request should be submitted at least **two weeks** prior to the trip for proper review. Students are responsible for making arrangements with their teachers to make up all work that is missed.

Please be aware that, although these days are excused, they do count toward the District's 10 day attendance policy. By policy, absences in excess of the 10 days will require a medical note to be considered excused.

Thank you for your cooperation in this matter.

Student Name: _____ Grade/Teacher: _____

Date(s) of Trip: _____

Description of Trip: _____

Educational Significance: _____

Signature of Parent/Guardian: _____ Date: _____

For Office Use Only

Date Received: _____

Principal Approval: ___ Yes ___ No

Principal Signature: _____ Date: _____