

Warrior Run School District

No. of Accumulated Absences _____
Office Use Only

Request for Legal Absence from School for Student Travel
THIS FORM DOES NOT WAIVE PIAA REQUIRED SEMESTER ATTENDANCE.

Students who travel with parent(s) or guardian(s) may be legally excused by the building principal providing the travel can be described as educational in nature and certain conditions pertaining to parental request, parental supervision during the trip, and arrangements by the student to complete assignments are satisfactorily met. All excused absences for travel will be applied to the maximum of fifteen (15) days of cumulative absences permitted during a school year. In order that the student may be legally excused, the following must be met:

1. A signed statement is received by the principal from the parent or guardian two (2) weeks prior to the anticipated absence. The statement is to include:
 - a. The date(s) the student will be absent for the purpose of travel (including one-day trips).
 - b. The specific educational nature of the trip including any special projects.
 - c. The name(s) and signature(s) of the parents(s) or guardian(s) accompanying the student during the anticipated travel.
2. The student must arrange with each of his/her teachers for the completion of homework assignments while on the excused travel.
3. The student must understand that all homework assignments must be turned in to the teacher the first day back in class and scheduling of all make-up exams, quizzes, etc., is at the discretion of each subject area teacher.

(Please print clearly)

DATE _____

STUDENT'S NAME _____

SCHOOL _____ GRADE _____

PARENT'S NAME _____ PHONE NO. _____

PERSON RESPONSIBLE FOR STUDENT DURING ABSENCE _____

COMPLETE ADDRESS _____

Street City State Zip

DATE(S) OF ABSENCE _____ TOTAL NUMBER OF DAYS _____

DESTINATION _____

PURPOSE OF THE TRIP _____

EDUCATIONAL VALUE _____

SIGNATURE _____

Parent(s) or Guardian

Teacher(s) must sign below indicating notification for assignments:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

RETURN TO BUILDING PRINCIPAL WHEN COMPLETE.

SIGNATURE: _____ RECOMMENDED NOT RECOMMENDED
Building Principal Date: _____