

Educational Family Trip Permission Form

This form must be submitted to your homeroom teacher at least 3 days prior to the absence(s) from school. The automated calling system WILL call home during this absence(s).

Per Bethel Park School District Attendance Policy 204. Sec.11.34 - Students receive 15 excused absences per year. THE EDUCATIONAL FAMILY TRIP DATES BELOW COUNT TOWARDS THESE 15 TOTAL ABSENCES. Any absences over 15 will be considered unexcused/illegal unless a medical note has been received. Student attendance records can be viewed online. Please contact the Attendance Office at (412) 854-8638 if you have any questions regarding your child's attendance.

STEP 1: Student's Name: _____ Grade _____ Homeroom _____

Specific date(s) of school to be missed: _____

Student will be participating in an Educational Family Trip at the following location:

Describe in detail the educational value of this family trip (What will be learned/experienced?)

Parent/Guardian Signature: _____ Date: _____

STEP 2: Attendance Coordinator Signature: _____ Date: _____

Total absences to date:

Will student be over the 15 absence limit during this trip?

STEP 3: Teacher Signatures:

HR _____

Period 5 _____

Period 1 _____

Period 6 _____

Period 2 _____

Period 7 _____

Period 3 _____

Period 8 _____

Period 4 _____

Period 9 _____

STEP 4: Principal's Signature: _____ Date: _____

Request Approved _____ Request Denied/ Reason _____

STEP 5: Homeroom Teachers must return this form to the Attendance Office on the last day of the trip after marking student as "AB" for each day of absence.