

**REQUEST FOR AN EXCUSED ABSENCE FROM SCHOOL
FOR A PREPLANNED EDUCATIONAL TOUR OR TRIP**

The attendance requirements in the Pennsbury School District are based on Pennsylvania School Law and the District's philosophy. Parents/Guardians are urged to take vacations during planned holidays. However, parents/guardians may request permission, by completing this form, to take ONE vacation or family trip, of up to five (5) days, PER YEAR. Additional days taken for vacation or trips beyond those noted on this form are considered UNLAWFUL.

STUDENT'S FULL NAME _____ HOMEROOM SECTION _____

DATE(S) OF PROPOSED ABSENCE FROM _____ TO _____

PERSON(S) DIRECTING/SUPERVISING STUDENT DURING ABOVE ABSENCE:

NAME _____

CELL # _____ HOME # _____

ITINERARY OF TRIP. Include experiences which could be educational in nature and will, therefore, provide the child with some valuable experience outside the classroom:

SIGNATURE OF PARENT OR GUARDIAN _____ DATE _____

*** PLEASE BRING THIS FORM IN FOR APPROVAL 10 DAYS PRIOR TO YOUR REQUEST ***

BELOW IS FOR SCHOOL USE ONLY

Period	Class	Missed Classwork Given	Teacher Signature
A			
B			
C			
D			
E			
F			
G			

PRIOR REQUEST _____ APPROVAL DISAPPROVAL (Circle One)

OF SCHOOL Reason for Disapproval _____

DAYS REQUESTED _____ Principal Signature _____