CHAMBERSBURG AREA SCHOOL DISTRICT
EDUCATIONAL TRIP REQUEST FOR ELEMENTARY STUDENTS

DATE ______________________

NAME OF STUDENT	GRADE	SCHOOL

__________________________

Prior number of excused days for educational
Tours and trips during the current year:

Other family members requesting leave:

NAME	SCHOOL

__________________________

Date(s) student will be absent: __________________________________________

Students may be excused up to a total of five (5) school days per school year for educational
trips and trips. Requests for excusal should be submitted at least ten (10) days before the
requested dates of departure.

AN INDIVIDUAL FORM MUST BE FILED FOR EACH STUDENT REQUESTING LEAVE.

Specific places of educational value to be visited:

1. __________________________
2. __________________________
3. __________________________
4. __________________________
5. __________________________
6. __________________________

Other activities of educational value:

1. __________________________
2. __________________________

Name and relationship of adult who will accompany student:

__________________________

Date ______________________

Parent’s Signature

SCHOOL DISPOSITION:

Date ______________________

Regional Principal’s Approval

☑ Approved
☐ Denied

Comments: __________________________________________________________

WHITE – SCHOOL COPY	YELLOW – PARENTS COPY