

**JAMESTOWN AREA SCHOOL DISTRICT
EDUCATIONAL TRAVEL FORM (rev 4/22)**

Students may legally be excused from school attendance to participate in educational tours or trips as provided through the Pennsylvania School Regulations. The specific basis for such excusals is reprinted below:

"Upon receipt of a written request from parents of pupils involved, pupils may be excused from school term at the expense of the parents when such a tour or trip is so evaluated by the District Superintendent and pupil participants therein are subject to direction and supervision by an adult personage acceptable to the District Superintendent and to the parents of the pupils concerned."

The decision to approve or deny the request is based on the student's grades and attendance record.

1. No trip will last longer than 10 school days.
2. No combination of educational trips will last longer than 10 school days.
3. No student may take more than three educational trips per school year.
4. Travel will not be granted during district or state testing periods.
5. Any exceptions to the above policy would require approval of the board of education.

Student: _____ **Age:** _____ **Grade:** _____

Homeroom Teacher: _____

Dates of desired absence): _____

Does the student participate in any school athletic program? _____

(Athletes who miss practices or games due to Educational Travel must participate in 2 practices upon their return prior to participating in a game.)

Individual who will be responsible for student'(s) activities: _____

Students must give 2 weeks advance notice. The longer the trip, the more advance notice is necessary. Once assignments are given, students are expected to complete all work before returning to class. Students must discuss potential time line problems with teachers before leaving on their trip. Students must get teacher's signature to confirm that assignments were given and that due dates were discussed.

TEACHERS, PLEASE DO NOT SIGN THIS FORM UNLESS THE PRINCIPAL & SUPERINTENDENT HAVE APPROVED IT.

TEACHER SIGNATURES: _____

PD 1 _____ PD 4 _____ PD 7 _____

PD 2 _____ PD 5 _____ PD 8 _____

PD 3 _____ PD 6 _____

IF WORK IS NOT COMPLETED SATISFACTORILY NO CREDIT WILL BE GIVEN FOR ASSIGNMENTS.

PARENT'S SIGNATURE _____ **DATE:** _____

PRINCIPAL'S SIGNATURE _____ **DATE:** _____

Approved _____ Disapproved _____ Superintendent's Signature: _____

PROPOSED ITINERARY: _____

LIST OF EDUCATIONAL SITES, EVENTS, OR ACTIVITIES THAT YOUR CHILD WILL PARTICIPATE IN WHILE ON THE TOUR/TRIP:

- 1.
- 2.
- 3.
- 4.