

UNION AREA SCHOOL DISTRICT

Dear Parent/Guardian:

The State Board of Education, in its regulation Chapter 11, Section 22§11.26, provided that upon receipt of a written request from the parent/guardian, a pupil may be excused from school attendance to participate in an educational tour or trip provided during the school term at the expense of the parent/guardian when the tour or trip has been evaluated by the District Superintendent and the pupil participating is subject to direction and supervision by an adult personage acceptable to the District Superintendent and to the parent/guardian.

In order to evaluate an absence as an experience, the following elements shall be considered:

- a. Written request of parent or guardian no less than five (5) days in advance
- b. Period of absence not to exceed ten (10) days
- c. Request should include a statement of the trip or experience, name of parent or other adult who will accompany the student, specific educational experiences to be received by the student and the learning to be achieved
- d. Student must request interim assignments from his/her teachers
- e. Student shall present a thorough, written report or other evidence of learning gained upon his/her return to school.

Please complete the following and return it to the office. If you have any questions, please feel free to call the Middle/High School Office at 724-658-4501.

STUDENT PARTICIPATION IN AN EDUCATION TOUR OR TRIP REQUEST FORM

Name of Student _____ Grade _____ Homeroom _____

Dates away from school _____ to _____

Adult with whom the student will be traveling _____

Objectives, purpose, destination and places of interest of the educational trip:

Parent/Guardian Signature _____ Date _____

Principal's Signature _____ Date _____