



THE DIVINE REDEEMER SCHOOL

726 Fourth Avenue Ford City, PA 16226 724-763-3761
www.divineredeemer.org

"A Pennsylvania Charitable Trust"

Educational Trip Request for Excused Absences

Student's Name _____ Grade _____

Date of Letter to Principal: _____ Date of Education Trip: _____
(The letter to the principal must be provided at least 2 weeks prior to the trip.)

List the dates of school to be missed, do not include vacation or weekend days, only days in session.

List the destination.

List the reason the trip could not be taken when school is not in session.

Provide an outline of the educational value of the trip.

Please complete this form and return it to the office. Please send a note alerting the homeroom teacher to the educational trip. An excuse following the trip and given to the homeroom teacher is required by law.

It is the student's responsibility to collect all schoolwork prior to the trip and return it completed following the trip.