THE SCHOOL DISTRICT OF PHILADELPHIA

Bridesburg Elementary School
2824 Jenks Street
Philadelphia, PA 19137
Phone: 215-400-7240

Principal Lou Depa
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Asst. Principal Sarah Reinbold
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EDUCATIONAL TRIP REQUEST

In accordance with the School District of Philadelphia Attendance Policy (204), Educational Trips may qualify for excused or lawful absence if specific criteria are met. The following conditions or situations constitute reasonable cause for absence from school:

Educational trip/tour, if the following conditions are met:

- The person in parental relation submits the documentation required for excusal prior to the absence, within the appropriate time frame.
- The student's participation has been approved by the Superintendent or principal.
- The adult directing and supervising the tour or trip is acceptable to the person in parental relation.

All requests for excused absences for educational trips must be submitted at least two weeks prior to the schedule trip. Excused absences for educational trips will be limited to 5 school days and 1 trip per year.

Name of Student: _____ Room#: _____

Name of Parent/Guardian: _____ Signature: _____

(Please PRINT)

Date of the Trip: _____

Description and Educational Value of the Trip:

_____

_____

_____

_____

_____

_____

Principals Signature: _____ Date: _____