



Northern Dauphin Christian School
1072, Rt. 25
Millersburg, PA 17061

Request for Educational Experience Absence

When requesting an educational experience absence, the following guidelines must be observed:

1. The completed request form must be submitted to the school administrator at least one week prior to the trip.
2. A copy of this form will be returned to you regarding the school decision for approval.
3. All work assigned by the classroom teacher is to be completed in full and submitted to the teacher upon the first day of return to school.
4. In addition to the classwork assigned, a trip journal is to be completed & submitted on the day of return.

GRADES K & 1: Journal may be in picture form or a neatly organized collection of items found on the trip. Parents should do the written portion.

GRADES 2 – 8: Journal is to be in written form, documenting daily educational activities. Pictures/Drawings/Collections may be included but are not required.

Student(s) Name: _____

What Date(s) will the student(s) be missing school: _____

Where will the student(s) be taken? _____

Briefly describe the educational value of this trip. _____

Parent/Guardian Signature: _____ **Date** _____

Administrator Signature: _____ **Date** _____

Approved / Note: _____

Not Approved / Note: _____