

# BERMUDIAN SPRINGS SCHOOL DISTRICT



## Educational/ Family Trip - Parent Request Form

### Parents/Guardians:

Please use this form to request permission for your child(ren) to be granted excused absence(s) from school to participate in an educational/family trip. All trips **must have prior approval** to be an excused absence. Educational/Family trips of three or more days must be **submitted at least one week prior** to the trip to be an excused absence.

| STUDENT NAME | GRADE | TEACHER | SCHOOL |
|--------------|-------|---------|--------|
| _____        | _____ | _____   | _____  |
| _____        | _____ | _____   | _____  |
| _____        | _____ | _____   | _____  |

LENGTH OF TRIP (School Days): ☐ 1 Day ☐ 2 Days ☐ 3 - 6 Days ☐ 7 or More Days

### DATE(S) OF ABSENCE FROM SCHOOL:

First Date of Absence: \_\_\_\_\_ Date of Return to School: \_\_\_\_\_

### PURPOSE OF THE TRIP - (please list any education experience that may apply):

\_\_\_\_\_

\_\_\_\_\_

### TRIPS TAKEN DURING THE KEYSTONE EXAMS, MID-TERMS, FINALS, PSSA, OR IN-VIEW TESTING WILL NOT BE APPROVED AND WILL BE MARKED AS UNEXCUSED:

#### Keystone Exam Dates

December 7 -17, 2026  
January 4-15, 2027  
May 17-28, 2027

#### PSSA Date

April 26 - May 7,2027 (Grades 3-8, ELA)  
May 3-14, 2027 (Grades 3-8, Math,Science,Make-ups)

#### Mid-Term Exam Dates and Final Exam Dates

Contact the HS

I verify the above information is correct. I understand each child is responsible for all class work missed during the days of absence.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### SCHOOL USE ONLY:

☐ Approved-Excused days - List dates \_\_\_\_\_ - \_\_\_\_\_

☐ Not Approved (Unexcused days) - ☐ Attendance ☐ Exceeds 10 Day Limit ☐ Testing ☐ Request (submitted after absence)

Unexcused days - List dates - \_\_\_\_\_ Withdrawal Date - \_\_\_\_\_\*collect technology

Two school days after return meeting will be required for return to School.

### BUILDING PRINCIPAL SIGNATURE

### DATE

Copies: ☐ Student/Parent/Guardian ☐ Building(s) ☐ Teacher

☐ Guidance Secretary (only when student is to be withdrawn) ☐ Parent Contacted

**Educational/Family Trips taken throughout the year may not exceed ten(10) cumulative school days.**