



Blackhawk School District

Request for Absence from School for a Prearranged Educational Tour or Trip

Please complete one copy for each student.

Student's Full Name: _____ Grade: _____

Date(s) of proposed absence: _____ to _____

Person (s) directing and/or supervising student during above absence:

Name: _____

Address: _____

Phone #: _____

Itinerary of trip. Include activities which would be educational in nature and will therefore provide the student with some valuable experiences outside of the classroom.

List names and grades of other school-age children within your family who will be participating in this experience.

Any class assignment missed during this period of absence must be made up within a reasonable period of time and only if prior teacher notification using this form.

Signature of Parent and/or Guardian

Date

Signature of Building Principal

Date

**This form does not exempt the student from the attendance guidelines outlined in the Blackhawk School District Attendance Policy.*