EXCUSED FAMILY TRIP FORM

Given the educational value of trips, the principal may excuse absences from school for educational travel. Please complete one form per family and submit to tiam@miquon.org at least 14 days before your planned educational trip. Families are responsible for requesting and making up any assignments for the period of absence.

Name(s) of Child(ren)  Class
_____________________________________________  ________________________
_____________________________________________  ________________________
_____________________________________________  ________________________
_____________________________________________  ________________________

Responsible adult(s) accompanying child____________________________________________________

Date(s) of absence______________________________________________________________________

Destination of trip______________________________________________________________________

Describe the educational value of the trip. (Continue on the other side if necessary.)
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Parent/Guardian Name _____________________________ Signature____________________________

Telephone Number__________________________________ Date_______________________________

You will be notified if the request is denied or if more information is needed.

❑ APPROVED  ❑ APPROVED with conditions  ❑ NOT APPROVED

Administrator Signature: __________________________________  Date__________________________