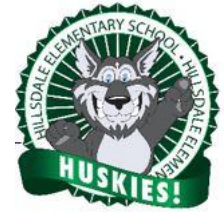


WEST CHESTER AREA SCHOOL DISTRICT  
Hillsdale Elementary School



## REQUEST FOR FAMILY TRIP ABSENCE FORM

(Please Print)

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_

Home Room Teacher \_\_\_\_\_

Date of Request: \_\_\_\_\_

I/We hereby request to take our child \_\_\_\_\_, grade \_\_\_\_\_, on a family vacation during regularly scheduled school time.

The date(s) of the trip are \_\_\_\_\_.

The destination is \_\_\_\_\_.

***This request should be submitted to the Principal  
no fewer than five (5) days prior to the proposed trip.***

*Teachers may decide to provide work upon the return of the student rather than prior to the departure.*

***Family vacation may be pre-approved by the Principal, while school is in session, up to a maximum of five (5) days per school year. Any request for absence beyond five (5) days will require the use of additional parent notes.***

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

Principal's Signature \_\_\_\_\_

Date \_\_\_\_\_

**\*Please note that parents or guardians will only be notified if any or all of the request is not approved.**