



DISTRICT ADMINISTRATION OFFICE  
227 NICHOLS STREET  
WELLSBORO, PA 16901  
(570) 724-4424  
FAX: (570) 724-5103

EVERY CHILD,  
EVERY OPPORTUNITY,  
EVERY DAY...  
STRIVING FOR SUCCESS

**REQUEST FOR APPROVED EDUCATIONAL FIELD TRIP**

Upon written request of the parent(s) or guardian(s), a student may be excused by the principal for an educational field trip for a period of time not to exceed TEN (10) school days. Prior approval must be obtained from the principal. If the time period will exceed TEN (10) days, Board approval must be obtained. The student shall be required to obtain all assignments in advance.

Please complete the section below so that we are able to make a determination as to whether your request will be considered an excused absence.

Abigail Owllett  
Student's Name

Mr. Marple  
Homeroom - Teacher

Date(s) of requested absence: 11/1/18 → 11/16/18 (possible return to school 11/15 vs 11/19)

Please describe the trip and the educational value:

Annual family trip West.  
Rifle Falls + Glenwood Springs - Geography  
We will also travel through the Rocky Mountains.

Please send all work in advance so it can be completed before the trip.

Are there brothers and/or sisters in <sup>same</sup> ~~other~~ buildings: Yes X No       

If yes to above, please indicate the student(s) name and building(s):       

Cameron Owllett - BLBMS

Julie A. Owllett  
Parent's Signature

9/17/18  
Date

Parent's Phone Number       

**To be completed by the Principal:**

       Approved - Lawful Absence

       Not approved - Days taken will be marked unlawful or unexcused