



**NORTHRIDGE LOCAL SCHOOL DISTRICT
FAMILY FIELD TRIP**

Student vacation during time periods when school is in session are not encouraged. However, recognizing the educational value of a family field trip, excused absences will be granted within the following guidelines:

1. A written request, signed by the parent, must be given to the Principal a minimum of five (5) days prior to the beginning of the family field trip.
2. Make-up work is required and is to be returned to the appropriate teacher within three (3) days after the student returns. Missed tests are to be taken. It is the student's responsibility to make arrangements with the teacher for make-up work before leaving.
3. A maximum of five (5) days of excused absence will be granted each school year for family field trips. Additional days used must be authorized by the local superintendent of schools. In accordance with section 3301.51.13 of the Ohio Administrative Code.

Name of Student _____ (Please Print) Grade _____

Date(s) student will not be in school: _____

Reason student will not be in school: _____

| | |
|-------------------------------------|---------------------------------------|
| Signature of Parent/Guardian: _____ | |
| Date Signed: _____ | Phone where you can be reached: _____ |

Please do not write below this line.

Office Use Only:

Date Received: _____

Authorization Principal: _____

Notes: _____

Intermediate School Students:

Students must obtain clearance from each subject teacher, who will notify the student of assignments and responsibilities for the above dates. The student must assume the responsibility for make-up work.

| <u>PERIOD</u> | <u>SUBJECT</u> | <u>TEACHER SIGNATURE</u> |
|----------------------|-----------------------|---------------------------------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |
| 4. | _____ | _____ |
| 5. | _____ | _____ |
| 6. | _____ | _____ |
| 7. | _____ | _____ |
| 8. | _____ | _____ |
| Homebase: | | _____ |