

Washington County School District
Request for Educational Leave – Secondary

This form must be completed prior to the leave.

NOTE: *Please check District guidelines for trips that qualify for educational leave.*

I (we) as parents/guardians of _____ in grade _____ request educational leave for the following dates:

The trip should be considered educational leave for the following reason (must have an educational component):

Parent/Guardian Signature: _____ Date: _____

Teachers, please complete the blanks below:

Period:	Course:	Teacher:	Assignments:
0			
1			
2			
3			
4			
5			
6			
7			
8			

Turn in as many assignments as possible before you leave. Many activities are difficult to make up outside of class. Work with your teachers to make up anything you missed while you were gone.

REQUEST APPROVED: Administrator's Signature: _____

REQUEST NOT APPROVED: Administrator's Signature: _____