

SECTION: PUPILS

TITLE: STUDENT LEAVES FOR  
TOURS OR TRIPS

ADOPTED: April 20, 1999

REVISED:

# Southern Fulton School District

## 204.1. STUDENT LEAVES FOR TOURS OR TRIPS

1. Authority  
Title 22  
Sec. 11.26
2. Guidelines

It shall be the policy of the Southern Fulton School District to grant educational leaves to students in compliance with law.

Parents or guardians wishing to have their children excused for this purpose shall file a written request at least one (1) week prior to the proposed tour or trip.

Students may be excused from school attendance if the tour or trip described in the written request is evaluated by the Superintendent as being educational. Such trips shall be at the expense of the parents or guardian with no liability to the school district. Supervision and responsibility for student welfare is totally under the control of the parents or guardian.

The Superintendent shall notify the attendance personnel of the approval or denial of approval. Attendance personnel shall notify the principal, instructors, family and guidance counselor of the decision. Such leave shall be limited to one (1) trip per school year. Trips shall not exceed ten (10) school days. In the event of unforeseen circumstances which prevents compliance with the policy, the Superintendent shall have the discretionary power to grant or deny individual requests.

Those students who are failing one (1) or more subjects or have missed ten (10) or more days during the current or previous school year shall not be approved for the tour or trip. If the student chooses to go on the trip after notification of denial by the Superintendent, all days absent will be treated as illegal or unlawful days. The student will not be permitted to make up missed work.