

# NORTHERN BEDFORD COUNTY MIDDLE / HIGH SCHOOL

152 NBC DRIVE  
LOYSBURG, PA 16659

Dear Parent/Guardian:

Educational Field Trips (EFTs) are a valuable opportunity for your child to travel and learn about different areas and regions. These trips provide students the opportunity to visit historical sites, museums, points of interest, and to study the geographical, ecological and environmental characteristics of different regions. As a result of being on an EFT your child will be missing school. **It is your child's responsibility to contact teachers before attending the EFT to gather assignments and complete the assignments before returning to school.**

Please refer to the student handbook for additional EFT information.

Current school policy has the following restrictions:

1. Trips may only be approved for students **who have fewer than three unexcused absences and who do not exhibit excessive absence** as defined in the student handbook.
2. **MS/HS Students who are currently failing two or more classes will not be eligible for Educational Field Trips.**
3. Educational trips must be limited to a maximum of five (5) school days missed per year.
4. The parent must submit the "Educational Trip Application Form" to the principal no fewer than five (5) school days prior to the first day of absence for the trip. The principal must sign the form for the trip to be approved as an "excused" absence. **No approval will be granted following an absence for an educational trip.**
5. Educational Field Trips of more than one day may not be excused during finals.
6. Educational Field Trips of more than one day may not be excused during the last ten days of school.
7. Educational Field Trips may not be granted during standardized testing windows

## MIDDLE SCHOOL

6 <sup>th</sup> , 7 <sup>th</sup> , and 8 <sup>th</sup> Grade English Language Arts Assessment.....	April 25-29, 2022
6 <sup>th</sup> , 7 <sup>th</sup> , and 8 <sup>th</sup> Grade Mathematics Assessment.....	May 2 -13, 2022
8 <sup>th</sup> Grade Science Assessment.....	May 2-13, 2022
Make-up Assessment .....	May 2-13, 2022
Algebra 1 (Keystone Exam).....	May 16-27, 2022

## HIGH SCHOOL

Grade 11 Keystone Literature .....	December 1-15, 2021
Grade 9 - 11 Keystone Algebra 1.....	January 3-14, 2022
Grades 10 - 11 Keystone Biology .....	January 3-14, 2022
Grades 9 - 11 Keystone Algebra 1, Biology and Literature.....	May 16 – 27, 2022

This policy supports our district's efforts in providing a rigorous academic curriculum as well as preparing students for life as a responsible member of a global society.

Sincerely,

*Michael J. Mele*

Michael J. Mele  
High School Principal

*Kendra A. Pritchett*

Kendra A. Pritchett  
Middle School Principal

**NORTHERN BEDFORD COUNTY MIDDLE / HIGH SCHOOL**

152 NBC DRIVE  
LOYSBURG, PA 16659

**EDUCATIONAL TRIP APPLICATION FORM**

Please submit this form at least five (5) school days before the first school day missed.

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

Dates of school days to be missed for trip: \_\_\_\_\_

Name and relationship of adult supervising the trip: \_\_\_\_\_

**Itinerary of trip and statement of educational value:**

---

---

---

---

---

---

---

---

I am familiar with the portion of the Attendance Policy of the Northern Bedford County Middle / High School that pertains to educational trips.

Signature of parent / guardian: \_\_\_\_\_ Date: \_\_\_\_\_



**Office Use Only:**

**Days to be counted excused:** \_\_\_\_\_

**Days to be counted unexcused:** \_\_\_\_\_

**Reason for unexcused:** \_\_\_\_\_

**Principal's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_