

**Woodlawn Community High School**

District #205  
300 North Central Lane  
Woodlawn, Illinois 62898

Alan R. Estes, Superintendent  
David Larkin, Principal  
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FAX: 618-735-2032



*"Home of the Cardinals"*

**REQUEST FOR BUSINESS DAY**

**Name:** \_\_\_\_\_

**Today's Date:** \_\_\_\_\_

I understand that my request for a Business Day will count as a "field trip day" from my school, and that I must return this form to the office two days before being absent from school for my Business Day.

**Purpose of Request:** \_\_\_\_\_

\_\_\_\_\_

**Date Requested for Business Day:** \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_

**Parent's Signature:** \_\_\_\_\_

**OFFICE USE ONLY**

( ) Not Approved

( ) Approved

School Counselor: \_\_\_\_\_

School Administrator: \_\_\_\_\_