

New Travel Study Procedures

Dear Parents,

The DJUSD has implemented new guidelines for Independent Travel Study. California requires that your child have an academic experience equivalent to classroom learning while on a Travel Study. As a parent, you have agreed to supervise your child's learning and see to it that assignments are completed for the duration of the contract. **Please be aware of the following guidelines, especially regarding student contact of teachers and turning in assignments.**

Student's Responsibility:

Guidelines for Short Term Independent Study

1. **Minimum enrollment is 5 school days.** Maximum enrollment is 10 consecutive school days and **15 school days total in a school year.**
2. It is a student's/parent's responsibility to initiate the Travel Information Sheet and give it to their classroom teacher to request assignments at least 5 teaching days before your absence.
3. **All class work, along with the assignment sheets, must be turned into the teacher/office as soon as you return from vacation. Failure to do so may result in your child not receiving credit for assignments while out on Travel Study and absences being marked unexcused.** For audit purposes, send the original homework packet off to the teachers.
4. Classwork and appropriate evaluations will be forwarded to your children's teacher for grading.

Some other key elements that we want to also share with you are that Travel Study is limited two weeks at a time; three weeks total per year. After two weeks a student will be dis-enrolled to prevent accumulating truancy and re-enrolled upon return. If the elementary principal approves, a seat will be held for the student for one month or more if the student returns on the day agreed upon. Secondary schools will hold the seat for two weeks. The principal may grant a waiver to hold the seat up to one month. Principals may request a re-entry meeting to review academic issues related to voluntary long term absences.