



Red River Parish Public Schools

1922 Alonzo Street • P.O. Box 1369
Coushatta, LA 71019
Phone: (318) 932-4081 • FAX: (318) 932-3081
www.rrbulldogs.com

Mrs. Alison N. Hughes, Superintendent

Annual Leave or Vacation Request Form

Employee's Name _____

Date(s) Requested _____

Total Work Days Off _____

Employee's Signature _____

Request is: _____ Approved _____ Denied

Superintendent's Signature _____ Date _____