

PERMISSION FOR STUDENT FIELD TRIP

Howard County Public School System

THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM RESERVES THE RIGHT TO CANCEL A TRIP AT ANY TIME IN ORDER TO ENSURE THE SAFETY OF BOTH STUDENTS AND STAFF MEMBERS. IF SUCH A CANCELLATION OCCURS, THE SCHOOL SYSTEM IS NOT RESPONSIBLE FOR ANY FINANCIAL LOSS INCURRED BY THE PARENT.

SCHOOL: GUILFORD ELEMENTARY SCHOOL

DATE: April 4th, 2016

Dear Parents:

The following field trip has been arranged to complement the instructional program. This trip has been approved according to Board of Education Policy and guidelines established by the Superintendent of Schools, and all appropriate school system policies and school rules are in effect for the duration of the trip. If you have any questions, please feel free to contact the teacher-in-charge at 410-880-5930.

Please complete the bottom portion of this form, **detach** and return with cash or check (made out to Guilford Elementary School) to cover the cost per student, and return to the teacher-in-charge by Friday, April 22nd, 2016. To pay on-line, see back of this permission form.

The HCPSS Finance Office has contracted with the Envision Payment Solutions, Inc. for the electronic collection of check payments. If the check is returned unpaid, Envision Payment Solutions, Inc. will assess a \$35 fee allowed by Maryland state law and charged as an electronic fund transfer.

Destination: Robinson Nature Center

Objective of Trip: To enhance Science Curriculum

Class/Group: 3rd Grade Cost per Student: \$5.00

Departure Date: May 6th, 2016 Time: 9:30am Student Day Extended Day Overnight Non School Day

Return Date: May 6th, 2016 Time: 1:45pm

If students will not be returning from this field trip within the defined student day, the parent(s) should make arrangements to pick up the student at the school within 15 minutes of return.

Bus Company: W. Daniels Transportation Public Transport: N/A

Total Number of Students: 81

Anticipated Ratio of Chaperones to Students: 1:8

Meal Arrangements: Students will need to bring a bag lunch

Appropriate Attire: Weather Appropriate school clothes & comfortable walking shoes. Please note we will be outside all day, apply sunscreen prior to coming to school.

There may be a separate attachment detailing the itinerary, special clothing or cash requirements, and any additional rules or procedures. Please contact the Teacher-In-Charge as soon as possible if you have any special needs regarding this trip.

Alternative plans in case of postponement/cancellation: NONE

TEACHER-IN-CHARGE: Melissa Waite*

If you are available to chaperone, please indicate your interest on the form below. You will be contacted directly if your services are needed.

Please cut, detach, and return with payment to the teacher-in-charge:

I GRANT PERMISSION FOR _____ TO GO TO Robinson Nature Center ON May 6th, 2016. I RECOGNIZE THAT THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM CANNOT BE HELD RESPONSIBLE FOR CONDITIONS BEYOND THEIR CONTROL.

SIGNATURE: _____ DATE: _____ PHONE: _____

My student will need a bag lunch from school

I AM AVAILABLE TO CHAPERONE AND ACCEPT THE DUTIES AND RESPONSIBILITIES OF THE POSITION.

NAME OF CHAPERONE VOLUNTEER (PLEASE PRINT): _____ PHONE: _____

*Please Return to Mrs. Kuczynski 3rd Grade Paraeducator