

# PERMISSION FORM FOR STUDENT FIELD TRIP

Dear Parents:

The following trip has been arranged to complement the instructional program of your student. This trip has been approved according to the Board of Education Policy and guidelines established by the Superintendent of Schools. All 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.

Please complete the bottom portion of this form, **detach** and return with cash or check to the Teacher-In-Charge. If you can chaperone, please check the box at the bottom and provide your contact information.

School:	Guilford Elementary School		
Destination:	Thomas Viaduct Middle School		
Objective of the trip:	To explore concepts and artifacts taught throughout the year		
Class/Group:	GES 5th Grade		
Departure date:	5/22/18		9:30 a.m.
Return Date:	5/22/18		12:30 p.m.
Bus Company:	Woodlawn Motorcoach		
Public Transport:			
Cost per student:	FREE		
Checks payable to:	N/A		
Due Date:	4/23/18		
Meal Arrangements:	Students to bring bagged lunch from home.		
Appropriate Attire:	School and weather appropriate with closed toe walking shoes.		
Total # of Students:	19		
Anticipated Ratio of Chaperones to Students:	1:8		

This trip will be:	
Student Day X	Extended Day
Overnight <input type="checkbox"/>	Non School Day <input type="checkbox"/>

If the trip returns after the regular student day, the parent will pick up the student at the school within 15 minutes of return. **Walkers MAY NOT walk home unescorted.**

Alternate plans in case of postponement or cancellation: T

**There are no alternate plans at this time.**

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

**Teacher-In-Charge: Katrina Kearney-Hill**

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. THE SCHOOL SYSTEM IS ALSO NOT RESPONSIBLE FOR ANY LOST OR STOLEN PERSONAL ITEMS.

I GRANT PERMISSION FOR \_\_\_\_\_ TO GO TO: **T.V.M.S.**  
(PRINT Student Name) (Destination)

ON: MAY 22, 2018 I RECOGNIZE THAT HOWARD COUNTY PUBLIC SCHOOL SYSTEM CANNOT BE HELD RESPONSIBLE FOR CONDITIONS BEYOND THEIR CONTROL.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

CHAPERONE NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Please contact Mrs. Kennard with any questions. [bkennard@hcpss.org](mailto:bkennard@hcpss.org) 410-880-5930