Department of Education

NOTE: Additional trip information may be attached to this form based upon the unique circumstances of a particular trip. All other modifications require approval of the Office of Legal Services.

PARENT NOTIFICATION/CONSENT FORM

OVERNIGHT/EXTENDED DAY TRIP

Name: _____ Class: _____

School (list additional trip sponsors when applicable): _____ Trip Date: _____/_____/_____

Trip Coordinator: _____

Destination: _____

Departure Site: _____ Departure Time: _____

Return Site: _____ Return Time: _____

Mode of Transportation: _____

Name of Hotel and Telephone No. (If Overnight Trip): _____

Purpose of Trip: _____

_____

Specific Clothing/Equipment Required for this Trip: _____

This trip will include the following physical and sports activities (e.g., swimming, horseback riding, ice skating, skiing, boating, etc.) _____

_____

_____

a) I understand that there are risks of injury associated with the above-listed physical and sports activities and I consent to my child's participation in all these activities except for the following:

_____

_____

_____

b) Please indicate below any permanent or temporary medical or other condition, including special dietary and medication needs, or the need for visual or auditory aids, which should be known about your child:

_____

_____

_____

c) I agree that in the event of an emergency injury or illness, the staff member(s) in charge of the trip may act on my behalf and at my expense in obtaining medical treatment for my child.

d) I am responsible for getting my child to and from the departure and return sites identified above. I understand that my child shall be accompanied by staff member(s) while traveling from the departure site to the destination site, and from the destination site to the return site.

e) I understand that it is within the school's discretion to change travel, accommodations and other arrangements as it deems necessary. I will be informed of such changes as soon as practicable.

f) I understand that the school in arranging for my child's travel and accommodation selected commercial airlines, trains, restaurants, hotels and other services whose performance and service cannot be controlled by the school. Consequently the school is not responsible for the actions of these commercial entities, including but not limited to, lost luggage, unsatisfactory quarters, and refunds.

g) I understand that my child is expected to behave responsibly and to follow the school's discipline code and policies.

h) I agree and understand that I am responsible for the actions of my child. I release the school from all claims and liabilities that arise in connection with the trip, except if due to the negligence of school officials.

i) I understand that students who violate the school's discipline code may be excluded by the school from participating in a trip. Additionally, I understand that if a serious or reported violation occurs while on the trip, it is within the school's discretion to send my child home from the program, of which I will be informed. I understand that if my child is sent home early, I am responsible for all costs associated with such early departure and forfeit any monies paid that are not refunded to the school.

j) I understand that students who violate the school's discipline code may be excluded by the school from participating in a trip.

k) In an emergency I can be reached at: Day: (___) _____ Evening: (___) _____

Additional Contact: Name: _____ Day: (___) _____ Evening: (___) _____

l) I give my permission for my child to participate in this school trip.

_____ _____

(Signature of Parent/Guardian) (Date)

STUDENT DECLARATION

(to be signed by Middle School and High School students)

I have read this form and I understand that I am to act on this trip in the same responsible manner in which I am expected to conduct myself in school.

_____ _____

(Signature of Student) (Date)