

Field Trip Request Form

Note to Parent:

The _____ Grade class at Holy Spirit School is planning an educational field trip. If you would like to request permission for your child to attend, please read the following details about the field trip and sign the Request For Permission form at the bottom.

Date of Field Trip: _____ Time of Field Trip: _____

Location of Field Trip: _____

Educational Purpose of Field Trip: _____

Supervising Teacher on Field Trip: _____

Special Requirements of field Trip (cost, lunch, etc): _____

Method of Transportation for Field Trip: _____

(Sign the bottom portion, detach and return to the school. Keep the top part for your records.)

Request for Permission to Attend a Field Trip

I request Holy Spirit School to take my child _____
to _____ on _____
for an educational field trip. I acknowledge the right of the school to refuse permission to take a child on a field trip because of academic, behavioral, or other reasons as outlined in the Parent-Student handbook.

In case of emergency, I grant permission to the school and/or their agents to render whatever aid is necessary including transportation to a hospital or emergency room.

Parent Emergency Contacts: (Please list cell/work numbers): _____

_____ Check here if your child has no allergies and requires no special medications. Otherwise attach a page explaining your child's requirements.

Parent Signature _____ Date

_____ I would like to drive/chaperone for this field trip. **Insurance forms are on file in the School office.** I have room for _____ students in seat belts.

Name: _____

ALL VOLUNTEERS MUST BE FINGERPRINTED.