

Field Trip Form

Date _____

The following form should be filled out in full and sent to the Superintendent at least seven (7) days before trip. The completed form will be faxed back to your school after it has been approved. Driver should be given a completed seating chart showing where children will sit on the bus before trip begins.

School _____ Teacher _____

Subject or Grade _____ Date of Trip _____

Destination _____ Number of buses needed _____

Driver's Name _____ Time of departure from school _____

Itinerary (May not be changed) 1. _____

2. _____

3. _____

4. _____

5. _____

Time returning to school _____

Parent permission slips _____ yes _____ no

Seating chart for bus completed _____ yes _____ no

What is the program that you are attending? (Where are you going?)

What is the educational significance of this field trip?

Principal _____ approved _____ disapproved

Superintendent _____ approved _____ disapproved

Transportation _____ approved _____ disapproved

Food Service _____ approved _____ disapproved