



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 check (or pay online <http://osp.osmsinc.com/howardmd/default.aspx>) to the Teacher-In-Charge. If you can chaperone, please check the box at the bottom and provide your contact information.

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.

School:	Hammond Middle School		
Destination:	NorthBay Adventure Camp		
Objective of the trip:	Environmental and scientific enrichment.		
Class/Group:	6 th grade		
Departure date:	October 21, 2019	Time:	9:15 am
Return Date:	October 23, 2019	Time:	1:00 pm
Bus Company:	Woodlawn Motor Coach		
Public Transport:			
Cost per student:	\$ 182.00		
Checks payable to: HMS	or online http://osp.osmsinc.com/howardmd/default.aspx		
Due Date: PAYMENT	Friday, September 27, 2019		
Meal Arrangements:	Provided by NorthBay.		
Appropriate Attire:	Refer to packing list, dress for outdoor activities.		
Total # of Students:	175		
Anticipated Ratio of Chaperones to Students:	1:15		

This trip will be:	
Student Day <input type="checkbox"/>	Extended Day <input type="checkbox"/>
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.

Alternate plans in case of postponement or cancellation: NONE
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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: Mrs. Manack

Contact number: 410-880-5830

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.

RETURN ALL PAPERWORK TO STUDENT'S ENGLISH TEACHER by September 20, 2019

I GRANT PERMISSION FOR _____ TO GO TO NORTHBAY ADVENTURE CAMP
(Print Student's Name)

ON Monday, October 21 through Wednesday, October 23, 2019. I RECOGNIZE THAT HOWARD COUNTY PUBLIC SCHOOL SYSTEM CANNOT BE HELD RESPONSIBLE FOR CONDITIONS BEYOND THEIR CONTROL.

All FORMS are due by Friday, September 20, 2019.

PARENT SIGNATURE _____ DATE: _____

Please circle the appropriate t-shirt size: Youth Extra-Large Adult Small Adult Medium Adult Large