



PERMISSION FORM FOR STUDENT FIELD TRIP

November 9, 2018

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 indicate: paid on-line, return with check payable to Hammond Middle School, OR cash, to your child's Social Studies teacher. 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:	Medieval Times, Arundel Mills		
Objective of the trip:	This field trip provides an educational opportunity into the life of Medieval Europe.		
Class/Group:	7th grade students		
Departure date:	December 14, 2018	Time:	9:30 am
Return Date:	December 14, 2018	Time:	1:30 pm
Bus Company:	Mellor's Bus Service		
Public Transport:			
Cost per student:	\$45.00		
On-line payment	https://osp.osmsinc.com/HowardMD/ OR check payable to HMS		
Due Date:	Friday, November 16, 2018		
Meal Arrangement:	Lunch will be provided.		
Appropriate Attire:	School clothes		
Total # of Students:	190		
Anticipated Ratio of Chaperones to Students:	1:15		

This trip will be:	
Student Day X	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:

SNOW DATE: Friday, March 22, 2019

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: Mr. Riley

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 permission slip and money to **YOUR SOCIAL STUDIES TEACHER**. Due date: **Friday, November 16, 2018**

I GRANT PERMISSION FOR _____ TO GO TO MEDIEVAL TIMES ON **FRIDAY, DECEMBER 14, 2018**. I RECOGNIZE THAT HOWARD COUNTY PUBLIC SCHOOL SYSTEM CANNOT BE HELD RESPONSIBLE FOR CONDITIONS BEYOND THEIR CONTROL.

Paid on-line _____ Cash/check _____

PARENT SIGNATURE _____ DATE: _____

If you are able to chaperone, please provide the following information:

PRINT NAME _____ EMAIL _____

*** Please **DO NOT** send in chaperone payment until you are notified. Thank you. ***