



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 to the Teacher-In-Charge. If you can chaperone, please check the box at the bottom and provide your contact information.

School:	Hammond Middle School		
Destination:	Atholton High School		
Objective of the trip:	Expose students to engineering & computer science		
Class/Group:	Grade 8 students attending AHS 2020-2021		
Departure date:	1/3/2020	Time:	9:00 am
Return Date:	1/3/2020	Time:	1:00 pm
Bus Company:	Mellor's		
Public Transport:			
Cost per student:	NONE		
Checks payable to: HMS			
Due Date:	12/13/2019		
Meal Arrangements:	Lunch served on site		
Appropriate Attire:	Comfortable school clothing		
Total # of Students:	50		
Anticipated Ratio of Chaperones to Students:	1:15		

This trip will be:	
Student Day <input checked="" 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:
TBD

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: Patty Smith

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 FORM TO STUDENT SERVICES by December 13, 2019

I GRANT PERMISSION FOR _____ TO GO TO **Atholton High School** ON **Friday, January 3, 2020**. I RECOGNIZE THAT HOWARD COUNTY PUBLIC SCHOOL SYSTEM CANNOT BE HELD RESPONSIBLE FOR CONDITIONS BEYOND THEIR CONTROL.

PARENT SIGNATURE _____ DATE _____

I AM AVAILABLE TO CHAPERONE AND ACCEPT THE DUTIES AND RESPONSIBILITIES OF THE POSITION.

CHAPERONE NAME _____ SIGNATURE _____

CHAPERONE NUMBER _____ EMAIL _____