

FIELD TRIP AGREEMENT FORM

Field trips are meant to enhance the education experience of our students; therefore, the following information is important for students and their families. We strongly encourage you to review this document.

The classroom teacher and staff will be operating under the policy statements listed below.

1. Academic and Behavior concerns may cause a student to lose their privilege to attend a field trip.
2. Signed permission slips must be on file prior to departure.
3. If there is a cost for a field trip, payment in full must be made prior to departure.
4. All financial accounts regarding Grace Christian School must be current or a student may lose their privilege to attend a field trip.
5. The school or school representatives are not responsible for lost or damaged personal items during a field trip.
6. Updated student emergency information must be on file in the school office.
7. Siblings may not be allowed on most field trips.
8. One adult representative per family, unless otherwise specified by the classroom teacher.
 - a. Please note that some venues have requirements that limit the number of adult participants.
9. Vehicles are limited to two adult participants – a driver and a navigator. This allows for space to transport students.
10. Adults are NOT ALLOWED to deviate from the field trip itinerary without the prior permission of the classroom teacher in charge.
11. Chaperoning responsibilities will be assigned by the classroom teacher- no changes without prior permission are allowed.
12. Adults must respect and trust the classroom teacher to have their student's safety and interest in mind when planning and preparing field trips.
13. The classroom teacher may assign tasks prior to and during a field trip to parents/adults.
14. Possession or use of alcohol is strictly forbidden by any participant during a school field trip.
15. To assure safety and fair treatment of all students, drivers are to transport the students to and from the event without additional stops along the way, unless approved by the classroom teacher.
16. Prior authorization must be obtained and approved by the classroom teacher for early pick-up or early release during a field trip.
17. Car assignments are the responsibility of the classroom teacher- no changes will be allowed without the teacher's approval.
18. NO child under 12 years of age can occupy the front seat of a vehicle-that includes the driver's own child.
19. Authorized booster / car seat is the responsibility of the parent/guardian of the student
 - a. Children under the age of 8 must be secured in a booster/ car seat in the back seat.
 - b. Children under the age of 8 who are 4'9" or taller may be secured by a safety belt in the back seat.
20. For students requiring booster/car seat the following is in place:
 - a. The booster/cart seat should be placed outside your child(ren's) classroom the day of the field trip.
 - b. If the booster/ car seat is not outside the classroom at the beginning of the day of the field trip we will attempt to contact the parent/guardian. If it has not arrived by departure time of the field trip the student will be escorted to the school office for supervision. Field trip over 2 hours in length someone will need to pick up the child. For field trips less than 2 hours the students may remain in the school office.
 - c. At the end of the school day please park in the parking lot in order to gather your child(ren) and their booster/car seat.

I have read the policy statements listed above. If I have questions or concerns I will contact the classroom teacher or the principal for clarification.

Print Name: _____ Signature: _____

Date Signed: _____

Do you have any physical or health concerns that the classroom teacher should be aware of? YES NO
If YES, please list:
