



FIELD TRIP PERMISSION FORM

AP 260 Field Trips

Dear Parents/Guardians, this is to inform you that we are planning the following field trip.
Please retain Section 1 for your reference and return Section 2 to the appropriate supervisor.

SECTION 1: Field Trip Information (to be completed by the Field Trip Supervisor)

Name of field trip	School
Make Up Bag Building- Advanced Sewing Project	Clover Bar Junior High

Today's date	Trip Supervisor/Staff Liaison (if not a staff member)	Position
January 9, 2018	Val Siemens	Teacher

Description of field trip

Students will have the opportunity to make a small bag under the leadership of a guest presenter. This is open to the first 20 students who return their signed field trip forms.

Departure Date	Time	Return Date	Time	<input type="checkbox"/> Add a row
January 23, 2018	8:45 AM	January 23, 2018	12:05 PM	<input type="checkbox"/> Remove a row

Subject/Block	# of Students	Grades
Period 1-4	20	7-9

Other supervisors (indicate if supervisor is a teacher, classified staff, parent or other volunteer)

Destination(s), include the address whenever possible

This will occur in the school in the Sewing Lab.

Purpose of the trip (include curriculum/program alignment)

To allow students to learn some advanced sewing techniques and applying some of the CTF outcomes along the way.

Activities	Risks and safety precautions
Sewing	Those inherent with sewing machines and irons

Transportation arrangements	Special clothing or equipment required
none required	none required

If your child has any **allergies or medical conditions** which require special consideration, please contact the school at

Request for Volunteers (Field Trip Supervisor please indicate if volunteers are needed and provide a description of duties) Yes No

Description of volunteer responsibilities

If you have some sewing knowledge and would like to join us to help in assisting students through the project we would be happy to have you.
This will help in students being successful with their project.

Payment Information

Field trip fees are: included in school fees not included in school fees and due by

The cost of the field trip is \$0.00 Payment, along with Section 2 of this form, can be returned to

Cheques can be made payable to

Freedom of Information and Protection of Privacy - Notification of Use

The information collected on this form is for the purpose of coordinating field trips in EIPS, including tracking permission and maintaining accurate emergency contact information. This personal information is collected pursuant to the provisions of the *School Act* and Regulations thereto, and the *FOIP Act*, section 33(c). If you have any questions about the collection and use of the information, please contact Elk Island Public Schools' FOIP Coordinator, 683 Wye Road, Sherwood Park, AB T8B 1N2 780-417-8204, or your school principal.

SECTION 2: Parent/Guardian Approval (Students will be required to follow all applicable school rules for the duration of the trip.)

If this form is not completed and returned to the school, it will be considered that you have **NOT PROVIDED CONSENT** for your child to participate in the field trip as described above.

Field Trip: Make Up Bag Building - Advanced Sewing Project

Trip Supervisor/Staff Liaison: Val Siemens

I, _____, allow, _____ to participate in this field trip.

Parent/Guardian Signature _____

Date _____

Emergency Contact Information

Emergency contact name _____

Home phone _____

Work _____

Emergency _____

Payment Due By

Please visit the Parent Portal to pay this field trip fee online or return your cash or cheque payment along with Section 2 of this form to:

The field trip fee of _____ paid by Parent Portal - Online Cash Cheque, made payable to

Yes, I am able/available to volunteer on this field trip as described in section 1.

Name _____

Phone _____

Email _____

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