



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
Walking to various locations around Clover Bar School	Clover Bar Junior High

Today's date	Trip Supervisor/Staff Liaison (if not a staff member)	Position
September 18, 2018	Jacqui Holmes, Irene Hamm	Principal; Secretary

Description of field trip

Walking to various locations surrounding the Clover Bar School; within a 5KM radius of the school

Departure Date	Time	Return Date	Time	
Health & Physical Activity Days	various	Same Day	various	<input type="checkbox"/> Add a row <input type="checkbox"/> Remove a row

Subject/Block	# of Students	Grades
Gym / Health	362	7-9

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

Teaching staff will accompany students

Destination(s), include the address whenever possible

Various locations surrounding Clover Bar Junior High within a 5KM radius of the school

Purpose of the trip (include curriculum/program alignment)

Physical Activity

Activities	Risks and safety precautions
Walking	Tripping, getting lost, pedestrian collision Safety measures discussed with students; route is predetermined and explained. First aid kits available

Transportation arrangements	Special clothing or equipment required
Walking	Appropriate clothing for the weather.

If your child has any **allergies or medical conditions** which require special consideration, please contact the school at 780-467-2295

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

Payment Information

Amount/cost for field trip 0.00 or Amount/cost is included in grade/course field trip fee

School fee information for the current school year is expected to be posted on the PowerSchool Parent Portal by early **October**. All fees are due within 30 days of being posted. To access your fee information, simply log in to the [PowerSchool Parent Portal](#) and go to "Student Fees." There you can view your fees and pay them online using Visa, MasterCard or INTERAC Online - when available from your financial institution.

How will refunds be issued? (Refund Statement - AP 505)

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: Walking to various locations around Clover Bar School

Trip Supervisor/Staff Liaison: Jacqui Holmes, Irene Hamm

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

Parent/Guardian Signature

Date

Emergency Contact Information

Emergency contact name

Home phone

Work

Emergency

--	--	--	--

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.