

FORM "Y" – OVERNIGHT TRIP: Items preceded by an asterisk * are for use when appropriate.

BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY

_____ School Date: _____

Dear Parent:

This is to inform you that the _____ class, _____, sponsoring teacher, is planning a Field Trip to _____, on _____. The purpose of the trip is to _____. Students intending to participate in said Field Trip are expected to assemble at the school at _____. The scheduled return date and time is _____.

Transportation will be provided by _____. The commercial carrier will be _____ (public school bus or commercial carrier). *Because of the departure and/or return time, you are responsible for transporting your child to and/or from school.

The cost to each participating student is \$_____, which sum is to be paid as follows: \$_____ as a deposit on or before _____; and the remaining \$_____ on or before _____.

*Kindly make payments to the order of _____ Travel Agency, which is handling all of the arrangements for this Field Trip.

*You should also be advised that this payment may be non-refundable if your son/daughter cancels the trip participation and no substitute student can be found to take and pay for said trip in his/her place.

*This Field Trip will be funded in part by Board of Education, _____ School budget funds.

Furthermore, please be informed that it is the policy of the Board of Education of Prince George's County that no student be denied the opportunity to participate in a Field Trip for reasons of inability to pay. Accordingly, if you are desirous of having your son/daughter participate in said Field Trip but are unable to pay therefore, please call me at your earliest opportunity.

*As this is an overnight Field Trip, you should be advised that the above-quoted costs include the premium for a travel/accident policy, which will be issued for each participant as part of a Group Accident policy by the _____ Company; said policy to be in force for the entire time of the scheduled Field Trip activity.

Related information, requirements and agenda are attached to this permission form.

Sincerely, _____, Principal

(Detach here and return with remittance, if required)

I / We hereby give permission for our son/daughter _____ to participate in the Field Trip scheduled for the _____ class, _____, sponsoring teacher, to _____, on _____.

I / We hereby certify that the form to which this Permission Slip has been attached has been read by me / us.

I / We also acknowledge receipt of a brochure prepared by _____ setting forth the details of the itinerary and the place of lodging.

Enclosed herewith find my check payable to the order of _____ Agency, which check serves as a deposit. The remaining sum of \$_____ will be remitted by me on or before _____ for the cost of the trip.

Date: _____ Parent Signature: _____