

# Field Trip Parent Information

To be filled out only if parent/guests are attending the field trip, return to school by: 3 | 11 | 19

Student Name: \_\_\_\_\_ Teacher: \_\_\_\_\_

Destination: \_\_\_\_\_ Date: \_\_\_\_\_

We are happy to have parents accompany their student on field trips. Out of safety concerns for all JES students, your ID must be scanned into RAPTOR, our school security system, prior to attending the field trip. Every parent attending their child's Field Trip is required to be cleared through RAPTOR and wear a VISITOR BADGE during the field trip.

Once you return this form indicating you are attending the Field Trip the RAPTOR SYSTEM will be checked for your name. Many parents are already in the system, you will be contacted if you need to visit the school to have your ID scanned. You will be called only if your name and ID is not in the system. **Remember this form MUST be returned in order to check RAPTOR and attend the field trip with your child.**

In addition, each classroom will have assigned chaperones assisting the teachers with the field trip and with those students whose parents are not attending. Those chaperones will have additional background checks done and wear a VOLUNTEER BADGE on field trip day. As a VISITOR, you will not be responsible for any students other than your own child.

On the morning of the field trip you may either come to office to obtain your field trip VISITOR or VOLUNTEER badge or get it from your child's teacher when you arrive at the Field Trip. Your badge should be visible at all times during the field trip.

With limited space available on the bus, parents may NOT ride on the bus with their student. They may follow the bus or meet the class at the field trip location in their own vehicle.

All students will ride the bus back to the elementary school. Students are expected to **remain in class the remainder of the school day**. Any transportation changes **MUST** be made by 1:00pm.

Also for safety and space concerns, **siblings are NOT allowed on the field trip**. These trips are for educational purposes and are considered an extension of the school day.

This form will serve as written intention that you are attending the field trip; no verbal intention will be accepted. Please return the bottom portion of this form to your student's teacher.

Thank you for your cooperation with these policies and procedures.

Please cut and return the below portion to your student's teacher, keep top for your information!

Student Name: \_\_\_\_\_ Teacher: \_\_\_\_\_

## The following will be attending the Field Trip:

Name (as it appears on Driver's License or other photo ID)	Relationship
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_____	_____
_____	_____
_____	_____