Field trip permission slip

Please fill in one slip per child, sign it and return it to school by the date in the trip details.

Questions marked * are required.

Completed by _____ Date _____

1 Trip details

Why we ask: So you know exactly where your child is going and what to send with them.

> **Trip: [place]. Date: [day and date]. Leaving at [time], back by [time]. Travelling by [bus or on foot]. Cost: [amount, or free]. Please bring: [packed lunch, water, a coat].**

> **Please fill this in by [due date]. One slip per child.**

1. **Child's full name ***

_____

2. **Class or teacher**

_____

2 Permission

Why we ask: So we have a parent or guardian's answer in writing before the trip.

If you chose "No, my child will not go" in question 3, go straight to section 5.

3. **Can your child go on this trip? ***

Tick one.

- ◯ Yes, my child may go
- ◯ No, my child will not go

3 Health and emergency contact

Why we ask: So the adults on the trip know who to call and how to keep your child safe.

4. **Emergency contact name for the day of the trip ***

_____

5. **Emergency contact phone ***

_____

6. **Does your child have allergies, medical needs or medicines we should know about for this trip? ***

Tick one.

◯ No ◯ Yes

If you chose “Yes” in question 6.

7. **Please tell us what they are and what to do**

8. **Anything else the trip leaders should know?**

4 Helping on the day

Why we ask: So we know how many adults can come along.

9. **Would you like to help as a chaperone?**

Tick one.

◯ Yes, I can help ◯ Not this time

If you chose “Yes, I can help” in question 9.

10. **Best number to reach you about helping**

5 Sign the slip

Why we ask: So we have the name and signature of the adult giving permission.

11. **Parent or guardian full name ***

12. **Your email**

So we can reach you about the trip.

13. **Parent or guardian signature ***

Signature

14. **Date ***

Thank you!

Your child's slip is in. If anything changes before the trip, please let us know.