

**STANDARD FIELD TRIP  
PERMISSION FORM  
Calvary Christian School**

It is necessary for the school to secure your permission before allowing your child to take part in the field trips. The form below is to be completed and returned no later than one week prior to the day of the field trip. Your cooperation will be greatly appreciated.

**Student's Name:** \_\_\_\_\_  
**Home Phone #:** \_\_\_\_\_  
**Father Name:** \_\_\_\_\_ **Mother Name:** \_\_\_\_\_  
**Father Wk #:** \_\_\_\_\_ **Mother Wk #:** \_\_\_\_\_  
**Father Cell #:** \_\_\_\_\_ **Mother Cell #:** \_\_\_\_\_  
**Emergency Contact :** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

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**My child has permission to attend this field trip with the**  
\_\_\_\_\_ **on** \_\_\_\_\_  
**Class/Organization/Club/Program** **Date**

**to** \_\_\_\_\_

*NOTE: Please do NOT order lunch for your child on this date if they will be gone during lunch time!*

**I am willing to chaperone, if needed:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**  
*(If chaperoning, you must be on the approved chaperone list. Please make your check payable to CCS.)*

**I give permission for my child to ride with an approved parent/chaperone on this trip, if needed.** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Parent Name:** \_\_\_\_\_

**In the event of an accident or serious illness, I request that the school contact me. If the school is unable to reach me, I hereby authorize the school to make whatever arrangements are deemed necessary for my child.**

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Physician** **Physician's Phone #**

**Physical Disabilities:** \_\_\_\_\_

**Allergies:** \_\_\_\_\_

**Medication Currently Being Taken:** \_\_\_\_\_



## FIELD TRIP CHAPERONE PROCEDURES

- 1. All chaperones must complete the information for an individual background check and submit it to the school office. A 30 day processing period is required. The names of all adults wishing to chaperone must appear on the approved list of volunteers for the school year in question.**
2. Adult chaperones will be selected by the teacher. The number of chaperones depends on the type of field trip.
3. All adults who attend field trips are expected to assume all responsibilities of chaperones.
4. Chaperones are responsible for paying the non-refundable cost of the field trip.
5. Chaperones are not to bring other children or other family members on field trips.
6. The same dress code for students on field trips applies to chaperones (with the exception of the school uniform). If the school uniform is required student dress for field trips, male chaperones are to wear shirts and slacks, and female chaperones are to wear skirts, dresses, or slacks (no jeans or shorts).
7. Chaperones are to park in the lower parking lot when going on field trips.
8. Since field trips are planned learning activities, students should attend and be present for the entire field trip time.
9. Students are to ride the bus to and from field trips. On occasion, with special prior permission from the teacher, students may be permitted to leave a completed field trip with a parent.
10. All students on field trips are to comply with all guidelines, rules, policies, and instructions of the classroom teacher and chaperones.
11. Chaperones are responsible for the students assigned to them for the entire duration of the field trip.
12. Chaperones are not to use cell phones on field trips except in cases of emergency.
13. Chaperones and students are not to leave field trips early without prior permission of the teacher.
14. Any student who does not complete a field trip will be counted absent or tardy (depending on the time of leaving the field trip).
15. Chaperones and students are to be subject to the teacher's instructions during field trips.