

École Marie Poburan *Arbor Day- Willoughby Park*



Greater St. Albert
Catholic Schools

This letter addresses the procedures of the GSACRD #734 Administrative Policy 260, Field Trips and Excursions. Please sign and date the permission slip and return it to school with your child on or before the requested date.
BE SURE TO READ ALL THE INFORMATION IN THIS PACKAGE.

Educational Assessment

The educational value of the trip: This field trip will cover objectives from our Science unit: The Needs of Plants and Animals

Destination: Willoughby Dr., St. Albert T8N 3P3

Date of Field trip: Tuesday, June 11th

Rainout date: Thursday, June 13th

Detailed itinerary:

12:05pm- departure from EMP

12:30pm- arrival at Willoughby Park

12:30-2:30pm- themed centers put on by the city of St. Albert

2:45pm- Departure from Willoughby Park

3:15pm- Arrival at EMP

Mode of transportation: Walking

Financial costs and arrangements: There is **no cost** associated with this field trip

Supervision: We will require at minimum three parent volunteers per class.

Student Expectations:

- **Students will need to bring a lunch and dress appropriately to spend time outside.**
- Students are expected to behave in the same manner as they are expected to behave in school.
- Students are required to bring any required medication and administer as needed.
- Students are required to remain with their designated group at all times.

Parent/Guardian Expectations:

- Read and sign this document and return the school's portion by **June 4th, 2019**

Safety Assessment

State special risks associated with the activity(ies) and the procedures and precautions for these risks.

This event is regarded as having minimal risks. However, we are required to list any risks that could be associated with this activity. These could include, but are not limited to, environmental risks associated with being outdoors in the elements, such as sun exposure and exposure to outdoor allergens.

Medical Conditions: YES NO

Details of the medical conditions and the medication being sent on this trip:

Medication needs to be administered by teacher while on the field trip/activity

Allergies include: _____ Epi-pen is required: _____

_____ Asthma Inhaler is required _____
_____ Specialized transportation _____
_____ Other: _____

Please note: Any medical or required equipment needed for your child on this trip/activity must be checked by the parent to ensure that it is in working order prior to the trip and either in the child's possession or the teacher's possession upon your instruction. This includes epi-pens, and inhalers.

Written Consent

Parents/guardians must provide written consent for their child(ren) to attend any given field trip. **Teachers are NOT able to accept verbal permission given over the telephone. A student will not be able to attend a field trip unless the teacher has received a fully completed and signed consent form for each child.**

I have read and understood the educational and safety assessment provided concerning the detailed school activity. Please be aware that with any activity there are some risks.

I give permission for my child _____ to attend the school field trip to Arbor Day at Willoughby Park on Tuesday June 11th 2019 or our rainout date of Thursday, June 13th 2019.

I hereby authorize any of the supervisors to administer medical attention that the above named student requires and to make any arrangements required for emergency transportation. I assume all responsibility for the costs of such transportation.

Parent/Guardian Signature: _____

Date: _____

Home Telephone: _____
Work Telephone: _____
Cellular Telephone: _____
Alternate Emergency: _____

If you are able to help supervise by helping out in center activities, please fill out the bottom portion of this page.

Parent's Name: _____

I have all of the proper documentation handed in at the office.

_____ Child Welfare Check
_____ Criminal Record Check
_____ Volunteer Form

*Please complete this form and return to homeroom teacher by
June 4th, 2019*