

Grade 1 field trip – The Rooney & Punyi Reading Show

November 6, 2014



This letter addresses the procedures of the GSACRD #734 Administrative Policy 260, Field Trips and Excursions.

BE SURE TO READ ALL THE INFORMATION IN THIS PACKAGE.

Educational Assessment

The educational value of the trip: We will be visiting the St. Albert Public Library to see the Rooney & Punyi Reading Show. This entertaining show is a mixture of singing and storytelling, which includes a lot of audience participation. The main goal of the show is to promote reading.

Destination: St. Albert Public Library

Detailed itinerary:

9:10 – bus leaves for St. Albert Place

9:20 – bus arrives at St. Albert Place, students will cross at the crosswalk

9:30 – program begins

10:15- program ends, students prepare for buses, students will cross at the crosswalk

10:30 – bus leaves for school

10:40 – bus arrives at EMP

Mode of transportation: bus

Financial costs and arrangements: \$3.00 per student

Supervision: 1 supervisory teacher and 2-3 parent volunteers per class, in order to provide a required minimum.

Student Expectations:

- 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:

- Ensure that children are appropriately dressed for the weather / bus.
- Read and sign this document and return the school's portion by **October 31, 2014.**

Safety Assessment

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

- A 1 to 6 supervision ratio.
- Students will cross the street at the crosswalk in front of St. Albert Place.
- In the event of injury, illness or unusual circumstances, the following safeguards will be in place: student will bring required medication in a backpack, first aid kits will be available, we will have access to cell phones.
- Medical personnel will be phoned if necessary and parents will be contacted.

Student medical conditions and information procedures:

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 Rooney & Punyi Reading Show at the St. Albert Public Library on November 6, 2014.

I hereby authorize any of the supervisors to administer medical attention that the above named student requires and to make any arrangements requires 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: _____

Please select your payment option:

\$3.00 cash \$3.00 cheque \$3.00 School Cash Online
(<https://GSACRD.schoolcashionline.com>)

I am interested in acting as a parent supervisor for this field trip. I have all of the proper documentation.

- Child Welfare Check
- Criminal Record Check
- Volunteer Form

Please complete this form and return it to your child's homeroom teacher by Friday, October 31, 2014

*Please retain this copy
for your own information*

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