**ON / OFF CAMPUS FIELD TRIP**

**Vicente S. A. Benavente Middle School**

**288 West Santa Monica Avenue**

**Dededo, Guam 96929**

**Phone: (671) 632-5647**

**Accredited for six years by WASC and an active member of Learning School Alliance**

**https://sites.google.com/a/gdoe.net/vsabms/**

**Patrick Egrubay**

Principal

**Joe Sanchez**

Superintendent of Education

(Acting)

Revised February 2017

Dear Parent(s) / Guardian(s),

Permission to take your child, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, on a fieldtrip to

 (Student’s Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Place) (Date)

with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 (Teacher / Class)

Your child should bring: [ ] Packed lunch

 [ ] Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

Admin Approval **Parent’s Signature Date**

 **Parent Contact #s** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Teachers’ Initials:

HR/AAP \_\_\_\_\_\_\_ 1st \_\_\_\_\_\_\_ 2nd \_\_\_\_\_\_\_ 3rd \_\_\_\_\_\_\_ 4th \_\_\_\_\_\_\_ 5th \_\_\_\_\_\_\_ 6th \_\_\_\_\_\_\_ 7th \_\_\_\_\_\_\_

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Fieldtrips are established with sound educational objectives, which provide first-hand experience/observations or research under study. Students will be under close supervision. Precautionary measures for the safety of all participating students will be enforced.

**Please note the following:**

1. No student shall be forced to attend - nor be penalized - for not attending the fieldtrip
2. Students must make arrangements with individual teachers to make up assignments prior to the fieldtrip or soon after.
3. Teachers are to initials the form for their class period prior to the fieldtrip. Incomplete forms are invalid.
4. The sponsoring teacher is to sign the form once before the fieldtrip and again after the fieldtrip. If this form is signed in both the ***“Teacher’s Signature”*** areas *before* the trip, this form is invalid.
5. No fieldtrip will be considered prior and during exam / testing week.
6. Absence from a classroom when a student is on a fieldtrip shall not show on his/her report card as an absence. For report card purposes only, the fieldtrip is to be considered as if the student is physically present.
7. Students attending the fieldtrip are under the supervision of the sponsoring teacher(s).
8. Parent telephone permission for fieldtrip will **not** be honored. Fieldtrip forms **must** be signed.

\***A teacher/admin may deny permission for a student to go on a field trip if:**

* 1. The student is failing and received a “U” for citizenship.
	2. The student has excessive absences (3 or more unexcused absences for the quarter).
	3. It is the student’s 6th fieldtrip for the quarter.

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**The signature below is the student’s proof of attending the fieldtrip.**

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Teacher / Advisor Signature (after fieldtrip) & Date

**Maria Milan Eric Dela Cruz Dennis Malilay**

6th Grade Principal 7th Grade Principal 8th Grade Principal