

**Virginia Beach City Public Schools
Field Trip Permission Form**

TO BE COMPLETED BY THE SCHOOL

School Name: _____ Date of Trip: _____

Requesting Teacher(s), Organization: _____ Grade: _____

Time of Departure: _____ Time of Return: _____

Destination(s): _____

Cost of Field Trip per Student: _____

Purpose of Trip: _____

Repeated Field Trips (Explain): _____

Additional Information: _____

Supervision (Check one):

_____ Students will be directly supervised by adults on this trip.

_____ Students will be directly supervised by adults on this trip with the following exception(s):

(If space is insufficient, attach itinerary with explanation regarding supervision.)

Transportation (Check all which apply):

_____ Walking _____ School Bus _____ Commercial Carrier _____ Private Vehicle
_____ None (provide own) _____ Leased Vehicle _____ School Board Vehicle _____

Driver of Private or Leased Vehicles (Check all which apply):

_____ Student _____ Parent _____ Teacher/Staff Member _____ Other Adult

APPROVAL OF PRINCIPAL

Signature of Principal

Date

TO BE COMPLETED BY STUDENT/PARENT/GUARDIAN

PUPIL AGREEMENT

While participating in this field trip, I will accept responsibility for maintaining good conduct and appearance, and I will follow the *Student Code of Conduct*.

Date

Signature of Student

PARENT/GUARDIAN PERMISSION

I give permission for _____ to participate in the field trip(s) described above.

Date

Signature of Parent/Guardian

Emergency Contact Name: _____ Number: _____

Paid Online _____ Bring your own lunch _____ Order Café Lunch _____