



Parent/Guardian Approval for Trips MCPS Transportation Is Provided

MCPS Form 555-6
September 2016

Office of School Support and Improvement
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland 20850

To Be Completed by the Trip Sponsor.

School Thomas S. Wootton HS - 234 Grade Level/Group Class of 2019 11th Grade

Date(s) of Trip April 11th 2018 from 9:40 a.m./p.m. To 12:00 a.m./p.m.

Location of Trip (include city and state) Montgomery County Fair Grounds - Gaithersburg, MD

Transportation Arrangement: MCPS Bus Student Cost payment on-line or by Check: \$3.00

Purpose of Trip Attend NACAC College Fair

School Staff Sponsor Arielle Markiewicz / Counseling Dept. - Wootton High School Date 03 / 05 / 18

The student named below may be excused to engage in the activity described above

Signature of Principal _____ Date ____/____/____

To Be Completed by Parent, Legal Guardian, or Eligible Student

Parent/Guardian Financial Responsibility

Montgomery County Public Schools (MCPS) wants you to know about your financial responsibility for field trips.

Cost—Depending on the trip, the cost may include transportation, ticket or entrance fee, food, hotel, and/or a travel company's fee.

Payment—Payment may be made by check made out to the school, cash, or, if available, through an online payment system. However, it is recommended that you do not send cash to school with your student(s). A check returned by the bank for any reason is subject to a \$25.00 returned-check fee. Please contact the school counselor or school administrator to make alternative arrangements for payment. Scholarships, reduced fee, or modified payment schedules are available if the cost of the field trip would create a hardship for your family.

Delay, Change, or Cancellation—Sometimes it is necessary to postpone, change, or even cancel a trip for safety, bad weather, or other reasons. Sometimes, when a trip is cancelled, changed, or delayed, cancellation fees or other payments have been made in advance that MCPS cannot get back. For example, there may be transportation reservations, tickets that have been purchased, or fees paid to a travel agent. A refund is not always possible, but we will do our best to refund all or part of your payment.

Additional Cost—If a trip is delayed, interrupted, or changed once it has begun and students need to remain away from home and school longer than anticipated for safety or other reasons, there may be additional costs for such things as food, lodging, and additional or alternative transportation. If this happens, we will do our best to keep additional costs to a minimum, but you are responsible for paying these additional expenses for your child(ren).

Information Regarding Travel Insurance

Travel insurance may help cover costs if the trip is cancelled, delayed, or interrupted, or if you are not able to go on the trip for reasons such as an illness. The cost of travel insurance varies depending on the company and plan you choose. Be aware, however, that travel insurance companies will not cover a trip that is cancelled by the school as a precaution. Unless the school has made arrangements for group insurance that is included in the cost of the field trip, the decision on whether to purchase travel insurance is yours. If you wish to purchase travel insurance, you must make the arrangements and pay the cost.

Student Name _____ Student ID # _____

- I give permission for my child to participate in the above-described activity.
- I do NOT give permission for my child to participate in the above-described activity.

**** BRING BAG LUNCH - SEE REVERSE SIDE FOR ON-LINE PAYMENT AND STUDENT REGISTRATION.**

STUDENT CELL # _____ PARENT CELL # _____

Emergency Contact _____ Phone Number _____

Parent/Guardian Signature _____ Date ____/____/____

***** Will your student need medication during the trip? ____ NO ____ YES (If YES, please fill out the attached form and submit with permission slip).**