

HUTCHINSON PUBLIC SCHOOLS
REQUEST FOR FIELD TRIP OR ACTIVITY TRIP

SCHOOL _____

TEACHER _____

DATE OF ACTIVITY _____

METHOD OF TRAVEL _____

LEAVE _____

LUNCH AT SCHOOL ____ YES ____ NO

RETURN _____

OF SACK LUNCHES NEEDED _____

PLACE OF VISIT _____

SUBJECT/STANDARD _____

EXPECTED OUTCOMES:

1. _____

2. _____

3. _____

APPROVED _____

NOT APPROVED _____

PRINCIPAL

DATE

Form 113 revised 12/06

- This form is for all activities when students are leaving school property.
- Submit form 2 weeks prior to visit.
- Send note to parent 1 week prior to visit.
- Transportation vehicle insurance forms must be on file in office.
- When cost is involved, consult Principal prior to making arrangements for the trip.
- Form 112 (*Consent to Participate in Field Trip or Other Activity and Consent for Treatment*) MUST be on file for all students for each field trip taken prior to leaving school

USD 308 does not discriminate on the basis of race, religion, color, national origin, sex, age, or disability in employment or in access to or the use of its programs and activities.