



Field Trip Permission Form

Student Name and I.D. #: _____ School: _____

Sponsor will file a copy of this permission form with the Principal's office at least 1 day before trip.

This permission form has been signed only after understanding and considering the following:

1. TRIP INFORMATION:

- a. Class that has arranged the trip: _____
- b. Date of the trip: _____
- c. Location/destination of the trip: _____
- d. Time leaving school: _____ A.M. _____ P.M.
- e. Time returning: _____ A.M. _____ P.M.
- f. Trip Supervisor(s): _____
- g. Means of transportation: _____
- h. Fee: \$ _____. (See below*)

2. EXPECTATIONS AND INSTRUCTIONS: I understand that the student is expected and the student has been instructed by me:

- a. To follow instructions given by the Trip Supervisor(s).
- b. Not leave or separate from the group without appropriate authorization from the Trip Supervisor(s).
- c. To follow all school rules during the trip and obey all laws and ordinances.
- d. To conform to usual and customary standards of good citizenship, good decorum, and common courtesy.
- e. Other expectations/instructions: _____

In the event that any of the above expectations or instructions are violated, the student's participation may be immediately terminated, a parent or guardian called to retrieve the student, and disciplinary action imposed.

3. ACCOMMODATIONS: If the student is disabled or requires special accommodations, those accommodations are attached.

4. PERTINENT MEDICAL INFORMATION: Please advise of any medical condition the teacher may need to be aware of, i.e. allergies, medications, etc.: _____

Please list the names of two parents and/or guardians that may be contacted.

Parent/Guardian #1 – Name: _____ Work Phone: _____ Cell Phone: _____

Parent/Guardian #2 – Name: _____ Work Phone: _____ Cell Phone: _____

5. CONSENT FOR EMERGENCY MEDICAL TREATMENT: If any emergency procedures or treatment are required during the trip, I consent to the Trip Supervisor(s) taking, arranging for, and consenting to the procedures or treatment in the Supervisor's discretion.

Parent/Guardian's Signature: _____ Date: _____

* Pursuant to Arizona Revised Statutes A.R.S. § 15-342(24), the Scottsdale School Governing Board has approved a fee for most extracurricular field trips. You may be eligible to receive a tax credit for payment of such fees under A.R.S. § 43-1089.01, which provides that taxpayers may receive a tax credit up to \$200 (single) or \$400 (married, filing jointly) for the payment of fees relating to optional extracurricular activities. Extracurricular activities means school-sponsored activities that may require enrolled students to pay a fee in order to participate, including fees for In-state or out-of-state trips that are solely for competitive events. Extracurricular activities do not include any senior trips or events that are recreational, amusement or tourist activities

If you wish to claim this fee as a tax credit, please supply the school with the following information and a tax credit receipt will be issued for tax purposes:

Fee Amount: \$ _____ Amount Paid: \$ _____ Date Paid: _____ Name of Taxpayer: _____

Yes I understand that Tax Credits are not refundable.

Because of the difficulty in keeping long-term records and the potential overlap of the tax year (calendar) and school year (fiscal), parents cannot prepay future field trips. In addition, because this is a tax credit purchase there can be no refunds of fees once a receipt has been issued. Any fees paid in addition to the school trip fee will be placed in the school's General Extracurricular Account.