



NUTCRACKER IN A Nutshell

Dear Parents/Guardians,

The Discovery Team will be taking a trip to see the Nutcracker in a Nutshell at the Louisville Palace on Thursday, November 30th. Below is the information for the trip.

Time: We will leave Hite around 9:30 and return by 12:30

Lunch: We will eat lunch in the classroom when we return.

Dress: For this trip we like the students to dress up. (sweaters, dresses, slacks, dress shirts, etc.)

Cost: Student: \$11.00 Chaperones: \$11.00

***We will have enough room for each class to take 4 additional adults. Each class will draw names for the parents interested on Thursday morning. Please go ahead and send a separate check if you want to attend as a chaperone. If your name is NOT drawn, we will return your check to you on Friday.

Please note: JCPS Policy does not allow a parent to chaperone if they have younger children with them. This is a ticketed performance so only ticketed students and adults can attend.

Please fill out the information attached and return it along with the permission slip and money. We will be collecting forms and money Monday, November 13 through Friday, November 17th. Per SBDM policy we will NOT be able to accept any money or permission slips after that date. We must receive the money and permission slip at the same time.

Child's Name: _____

_____ Yes, I would like to chaperone for this trip at the cost of \$11.00

Chaperone's Name: _____

Field Trip Permission and Release

This Section to Be Completed by the School

School Name: Hite Elementary

Destination: Louisville Palace

Supervising Teacher(s): _____

Date(s) of Trip: November 30, 2017

Method of Transportation: JCPS Compound Bus JCPS Activities Bus Common Carrier Private Automobile(s) Walking

If overnight, specify housing arrangements: _____

This Section to Be Completed by the Parent/Guardian

I, the parent/guardian of _____, (Student's Name), hereby give permission for him or her to participate in the above-named field trip.

In consideration of the advantages of this field trip, I agree to release, indemnify, and hold harmless the Jefferson County Board of Education, its agents, and employees from liability for bodily injury or property damage that might occur during this trip. If my child has a medical condition that requires health services and/or medication(s) while on this field trip, I have communicated those needs to the school personnel.

Name of Parent/Guardian: _____ Emergency Contact Number: _____

Signature: _____ Date: _____

SCHOOL-BASED DECISION MAKING

School: Hite Elementary School

Subject of the Policy: Field Trips

Policy Statement

The coordinating teacher is responsible for making decisions relating to the activity. These decisions include the following: dates, times, transportation, meals, lodging, itinerary, supervision of students and discipline of students. Participating teachers must complete necessary field trip medication trainings.

The chaperone parent's responsibility is to support and assist the teacher in supervising small groups of students. Students in groups are to remain together and be supervised at all times. Siblings cannot attend field trips. Students are to ride the bus if space permits. A minimum of one adult per 10 students is required. Parents need to be flexible due to unforeseen conditions that can alter the schedule of events, exhibiting patience and a sense of humor.

Parents may not drop off or pick up a child at the field trip site without prior approval by the principal. This exception will be made only in emergency situations. Field trips should not be scheduled during the testing window.

Non-refundable fees and permission slips will be collected within five (5) school days after permission slips are sent home. If a student is absent during the five (5) day window, that student has the number of days absent plus one to send in the fee and the permission slip.

All co-curricular or extra-curricular activities or field trips will require health insurance information and permission for medical personnel to treat in case of illness or injury. Insurance card information will be requested in August and kept on file in the office. Parents should notify the office of any insurance information changes during the current school year.

All those involved in field trips are acting as ambassadors for Hite Elementary, Jefferson County Public Schools, the Middletown community, and the Commonwealth of Kentucky and should act accordingly. If an adult chaperone does not meet the expectations outlined in the policy for by administrative staff, it will be up the discretion of the Hite staff to allow the adult to chaperone future field trips.

Date of 1st Reading: January 15, 2003

Date of 2nd Reading: February 19, 2003

Date Adopted: February 19, 2003

Date(s) Revised: December 16, 2009, November 15, 2011, December 17, 2014, May 18, 2017

Signature:



(SBDM Council Chairperson)