



# Villa Cresta Tots

## Guidelines for school sponsored trips and activities outside of the classroom

Please read, sign, and return the lower portion of this form to acknowledge your understanding of trip policies.

1. Parents must sign their child up to attend each trip on the sign-up sheet located in the Tots hallway by the given date.
2. Parents must deliver the fee in cash in a marked envelope with your child's name, class and session in the beginning of class.
3. Only chaperones and children who have signed up and **paid by the due date** will be allowed on the trip. Late money will not be accepted.
4. No outside children, adults, or siblings may attend any school related trip to any location. This is a safety and liability issue and no exceptions can be made.
5. Every child must have their own chaperone and that chaperone must provide their own transportation with appropriate safety seats. Carpooling is an option.
6. Children and their chaperones will be expected to be on their best behavior. Failure to do so can result in being asked to leave.
7. On the day of the trip, chaperones and children will meet **in the classroom** for attendance to be taken and instructions to be given out.

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## Guidelines for school sponsored trips and activities outside of the classroom

I/we have received and read the above field trip guidelines and understand them.

Signatures: \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Child's Name \_\_\_\_\_ Class \_\_\_\_\_

Please return no later than September 18<sup>th</sup>/19<sup>th</sup>.