

## OVERNIGHT FIELD TRIP REQUEST FORM

**This form must be completed AND approved at both the Education Committee Meeting AND the Regular School Board Meeting PRIOR TO the date of the trip. Contact the Assistant Superintendent's Office to verify meeting dates.**

**INSTRUCTIONS:**

1. Originator - Complete by typing directly on form. Print form. Forward to Building Principal for approval.
2. Building Principal - Approve and forward to the Assistant Superintendent's Office for approval and inclusion on the Education Committee and School Board Meeting agendas.
3. Once Request has been approved at the School Board Meeting, a copy will be returned to the Originator.

<b>Requested by:</b>	Emily Sasso		
<b>Group:</b>	Plum Cheerleading	<b>School:</b>	PHS
<b>Destination:</b>	Slippery Rock University 1 Morrow Way Slippery Rock, PA		
<b>Purpose:</b>	Attend Cheerleading camp to prepare for the upcoming cheer season.		
<b>Adult Supervisors/Sponsors:</b>	Emily Sasso Amanda Anderson, Kajsa Siewciak		
<b>Person(s) Responsible for Activity:</b>	Emily Sasso		

<b>Departure Date:</b>	19-Jun-17	<b>Time:</b>	8:30am
<b>Return Date:</b>	22-Jun-17	<b>Time:</b>	12:00

<b>Number of Students Participating:</b>	32
<b>Number of Students NOT Participating:</b>	0
<b>Number of Days Absent from School:</b>	0

**Have any of the participating students been on other approved trips throughout the year?**

Not that I am aware of.

<b>Cost of Trip (Per Person):</b>	\$364
<b>Student's Actual Cost:</b>	\$364

**How will money be raised to pay for the trip:**

Through fundraisers provided by the Booster's program.

**Please give a full explanation of the type of insurance coverage the student will have while participating in this activity. If there is no provision for insurance, all students participating must have their parent/guardian sign an insurance waiver form.**

Students will sign a waiver before attended Camp. Students will be able to purchase insurance through the camp or also, provide their insurance policy number in the event something were to happen.

**Method of Travel & Name of Commercial Agency:**

Bus: Plum Borough School District

**Housing (Reservation, Address, Dates):**

Slippery Rock Dorms: 1 Morrow Way Slippery Rock PA June 19-June 22, 2017

<i>[Signature]</i>	4-26-17	Date approved by Education Committee:	
Principal's Signature	Date	Date approved by School Board:	

*Dr. Yamet* 4-26-17