

MELROSE PUBLIC SCHOOLS
Melrose, Massachusetts
FIELD TRIP APPLICATION FORM

Please complete all of the information requested below when submitting a field trip request for School Committee and/or Superintendent approval. If an item does not apply, please indicate N/A.
OVERNIGHT and OUT-OF-STATE/COUNTRY TRIPS NEED SUPERINTENDENT and SCHOOL COMMITTEE APPROVAL.

All approvals are required prior to the scheduled field trip.

1. Grade(s) or Class(es) 10th
 2. School Melrose High School
 3. Destination Harvard Model Congress / Boston Sheraton Hotel
 4. Departure: Date 2/23/12 Time _____ Departing From Oak Grove
 5. Return: Date 2/26/12 Time _____ Returning To Oak Grove
 6. Number of Students Attending 13
 7. Ratio of Chaperones to Students 2:13
 8. Room/Cabin Assignments and Supervision Plan TBD
 9. Behavior Contract _____
 10. Signed Field Trip Parental Consent and Release from Liability Agreement Forms 13
 11. Medical Release Forms Obtained 13
 12. Number of Busses Required/Name of Bus Company NA/none
 13. Cost of Trip (% paid by fundraising) 492.57 / TBD
 14. Educational Objectives Directly Related to Curricula Attached
 15. Daily Itinerary (attach separate copy) attached
 16. Evidence of Conformance to Applicable Statutes:
Hazing Law _____ ADA Accommodations _____
- Submitted by Stephen Turner Date 12/15/11
Approved by Principal Margaret Jean Date 1/3/12
Approved by Superintendent [Signature] Date 1/3/2012
Approved by School Committee _____ Date _____