

Re: Permission to take children out of school on local educational visits

Dear Parents,

We are hoping to plan a number of educational visits in the near locality as we are so lucky with where the school is located. To lessen the repeated letters that are required, we are asking parents to complete this form once, giving permission for children to be taken off site to visit places in the near locality that do not require any form of transport.

Each class teacher will plan the trip, carry out risk assessments and only take children out with the permission of the head teacher. Class teachers will inform you of the visits prior to them taking place.

Please complete and return to the office by ~~Wednesday 4th September 2013.~~ ASAP

Details

Full name: _____ Date of Birth: _____

Class & teacher: _____

I agree to my son / daughter / in my care (delete as appropriate) taking part in routine and regular Educational Visits carried out in the immediate locality of the school (e.g. local sports fixtures, community activities and local studies)

I acknowledge the need for good conduct and responsible behaviour on her/his part.

2. Medical Information

Does your child suffer from any condition requiring medical treatment, including medication: Yes No

If YES, please provide full details (including Emergency Procedures). **Please ensure adequate supplies of all emergency medication e.g. epipens, asthma pumps (NB: Prescribed medication only.):**

Is your child allergic or sensitive to any medication, insect bites or food? Yes No

If YES, please provide full details (including Emergency Procedures):

3. Parent Helper

All trips and visits require additional adult support. If you are willing to help on local trips please tick the box below. Please be aware that you would be required to complete a CRB check. Yes No

Signed: _____

Parent/Guardian: (Name of parent) _____

Date: _____