PLEASANT RIDGE SCHOOL DISTRICT
REQUEST FOR FIELD TRIP

☐ ***Alta Sierra*** ☐ ***Cottage Hill*** ☐ ***Magnolia Intermediate*** ☐ ***Arete Charter Academy***

Requested by (teacher): _____ Number of Students attending: _____

Date(s) of Trip: _____ (Minimum 2 weeks prior notice required)

☐ Overnight Trip/INSURANCE and BOARD APPROVAL REQUIRED

Time of Departure:_____ Time of Return:_____

Destination:_____

Purpose of Trip:_____

Transportation Method:
School Bus_____ Private Cars_____ Walking_____

Estimated Cost:_____ Budget Code:_____

Approved:_____ Not Approved:_____

_____ _____
Signature of Principal/Designee Date

Parent Permission/Treatment Forms completed and copy turned in:_____

Private Vehicle Driver Forms completed and turned in: _____

Central Kitchen Notified: _____

FOR DISTRICT USE ONLY

☐ Approved ☐ Not Approved

_____ _____
Signature of Superintendent/Designee Date