

ELLICOTT MILLS MIDDLE SCHOOL

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emms.hcpss.org



September 20, 2018

Dear Parents/Guardians of Seventh Grade Students:

Attached you will find a Permission Form for the upcoming **7th grade field trip to the Renaissance Faire, Manheim, PA on Wednesday, October 10, 2018**. Students will have the opportunity to experience life in Elizabethan, England. This trip will tie in with the Medieval European Social Studies unit.

The Emergency Procedure/Health Information form AND Medication/Treatment Order forms are required for each student attending an extended day field trip. *The Medication/Treatment order form needs to be completed **only if** your child will need medication that is **not currently on file in the health room**.* Please see the attached medication guidelines.

We are in need of parent chaperones for this trip. If you are interested and available to join us on October 10th, **please check the appropriate box and include your cell phone number on the Permission Form**. Another feature of the field trip policy is the Chaperone Responsibilities Form. Please read it closely and indicate that you have read and understand the responsibilities of chaperoning on the bottom of the Permission Form **only if** you are interested in chaperoning. In the event we receive more parent volunteers than we can accommodate, we will hold a lottery to select parent chaperones.

The \$50 fee for students will include the cost of coach bus transportation and the entrance fee for the Renaissance Faire. **Please utilize the Online Payment System (OSP) to submit payment!** See our website (<http://emms.hcpss.org>). Students may bring money for lunch or a bagged lunch. Approximate cost for entrée, drink, and dessert is \$12-15. Please dress weather appropriate, since this is a rain or shine event. Our school dress code applies.

Additional specific information will be sent home with students closer to the day of our trip.

The following materials are due **NO LATER THAN FRIDAY, SEPTEMBER 28, 2018.**

- ✓ Detached signed Permission Form
- ✓ If paying by check: \$50 check payable to EMMS with **phone number and child's name on the memo line.**
- ✓ Emergency Procedure/Health Information (required) and Medication Form (if necessary)
- ✓ Chaperone Responsibility Form (if interested in chaperoning)

We appreciate your cooperation in getting the completed **Permission Form, Emergency Procedure/Health information Form, and payment no later than Friday, September 28, 2018** to your child's homeroom teacher. **Please be sure to complete and sign all required documents included in this packet.**

Sincerely,
7th Grade Team

Attachments: Student Permission Form
Chaperone Responsibility Form
Emergency Procedure/Health Information Form
Medication Procedure Information Form