

**WEST ALLEGHENY SCHOOL DISTRICT  
EDUCATIONAL SCHOOL TRIP REQUEST  
PARENTAL NOTIFICATION/APPROVAL FORM  
PARENTAL APPROVAL/EMERGENCY INFORMATION**

**INSTRUCTIONS TO PARENTS/GUARDIANS:** Please complete all requested information and return by the date listed below.

**EDUCATIONAL SCHOOL TRIP** \_\_\_\_\_

**STUDENT'S NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

\_\_\_\_\_

**FATHER'S NAME** \_\_\_\_\_ **MOTHER'S NAME** \_\_\_\_\_

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**EMERGENCY INFORMATION**

**TELEPHONE:**     **HOME** \_\_\_\_\_ **WORK** \_\_\_\_\_

**EMPLOYER'S NAME** \_\_\_\_\_ **POLICY NUMBER** \_\_\_\_\_

**MEDICAL INSURANCE CO.** \_\_\_\_\_ **GROUP NUMBER** \_\_\_\_\_

(Students not covered by medical insurance must purchase the school insurance prior to the trip.)

**PLEASE IDENTIFY ANY MEDICAL CONCERNS YOUR CHILD MAY HAVE** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**INSTRUCTIONS IF MY CHILD SHOULD BE SERIOUSLY INJURED** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I \_\_\_ grant permission \_\_\_ deny permission for my child to participate in the educational school trip described in the attached document. My son/daughter and I have read the preceding trip information. We agree to abide by the guidelines and consequences set forth. I, as parent or guardian, will no hold West Allegheny School District or any employees responsible if my child is injured due to accident while attending the above educational trip.

\_\_\_\_\_  
Parent's/guardian's signature

\_\_\_\_\_  
Student's signature

Please sign the above permission/denial request and return the completed form to your son's/daughter's teacher by \_\_\_\_\_.

**WEST ALLEGHENY SCHOOL DISTRICT  
EDUCATIONAL SCHOOL TRIP REQUEST  
PARENTAL NOTIFICATION/APPROVAL FORM  
SCHOOL DAY TRIP**

Dear Parent:

Your child's \_\_\_\_\_ club will have an educational opportunity to attend the following activity:

\_\_\_\_\_

**TEACHER'S NAME:** \_\_\_\_\_

**ACTIVITY/CLASS/CLUB/ORGANIZATION SPONSORING TRIP**

\_\_\_\_\_

**COST PER STUDENT IF APPLICABLE** \_\_\_\_\_

**Date of Trip** \_\_\_\_\_ **Mode of Transportation** \_\_\_\_\_

**Time of Departure** \_\_\_\_\_

**Time of Return** \_\_\_\_\_

**Special Trip Instructions (i.e. provisions for lunch, dress, guidelines for students)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_