

Field Trip Request Form

Name of Teacher Submitting Request: Eileen Whaley

Destination: Campbell County High School for regional NKAGE leadership symposium

Purpose (How will going enhance your curriculum?): The annual conference for talented young leaders offers a national speaker and leadership students from NKU to educate and inspire.

Grade(s) of students attending fieldtrip: 6th 7th and 8th

Date of Planned Trip: _____ November 30, 2012 _____

Anticipated Pickup Time: _____ 9:15.am. _____ Anticipated Return Time: 12:30 p.m.

Total Cost of Fieldtrip: \$40

Cost per student: \$8

Name(s) of Teacher(s) Attending: 1 Eileen Whaley

Number of Chaperones: 0

Submit to Principal FIRST for approval: ☒ Yes ☐ No

Signature of Principal: _____ 

Submit to Secretary to arrange for transportation:

Transportation Arranged: Yes No
By: Tank Bellevue Newport

Other: _____

Signature of Secretary: _____ Date: _____

Return to Principal
Return to Classroom Teacher

IMPORTANT If your class will be missing lunch, you MUST notify the cafeteria once the field trip is approved.