

Field Trip Request Form

Name of Teacher Submitting Request: Eileen Whaley

Destination: Northern Kentucky University Music Department

Purpose (How will going enhance your curriculum?): Northern Kentucky University Chamber Orchestra is presenting an outreach program for area school children. This presentation and a special individual tour will provide curriculum enrichment for a talented musical student.

Grade(s) of students attending fieldtrip: 1 seventh grade student

Date of Planned Trip: November 16, 2012

Leaving Time: 9:30 a.m. Anticipated Return Time: 12:30 p.m.

Total Cost of Fieldtrip: 0

Cost per student: 0

Name(s) of Teacher(s) Attending: 2 Mrs. Whaley and Mrs. Abner

Number of Chaperones: 0

Submit to Principal FIRST for approval: ☒ Yes ☐ No

Signature of Principal: Eileen Whaley

Submit to Secretary to arrange for transportation:

Transportation Arranged: Yes No Transportation – Mrs. Whaley will drive.

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.