

# PERMISSION FOR STUDENT FIELD TRIP

Howard County Public School System

**THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM RESERVES THE RIGHT TO CANCEL A TRIP AT ANY TIME IN ORDER TO ENSURE THE SAFETY OF BOTH STUDENTS AND STAFF MEMBERS. IF SUCH A CANCELLATION OCCURS, THE SCHOOL SYSTEM IS NOT RESPONSIBLE FOR ANY FINANCIAL LOSS INCURRED BY THE PARENT.**

**SCHOOL:** Howard County Gifted and Talented Orchestra     **DATE:** Nov. 20, 2009

Dear Parents:

Field trips are an important aspect of education in an era which recognizes the world as a classroom. The following field trip has been arranged to complement the instructional program. Every effort and precaution will be taken by the school to make the trip safe, enjoyable, and valuable for the students. The student group will be accompanied by an approved ratio of adult chaperones and travel on approved conveyances, appropriately covered by insurance. This trip has been approved according to Board of Education Policy and guidelines established by the Superintendent of Schools, and all school system policies and school rules are in effect for the duration of the trip. If you have any questions, please feel free to contact the teacher-in-charge at 410 313 6927. Please complete the bottom portion of this form, detach and return with cash or check to cover the cost per student and return to the teacher-in-charge by December 6, 2009.

Destination: Midwest Clinic, An International Orchestra and Band Conference – Chicago, Illinois

Objective of Trip: Concert Performance at the Midwest Clinic

Class/Group: Howard County Gifted and Talented Orchestra     Cost per Student: \$ 450.00

Departure Date: Tuesday, December 15, 2009     Time: 7pm     Overnight

Return Date: Saturday, December 19, 2009     Time: 9:30am

*If students will not be returning from this field trip within the defined student day, the parent(s) should make arrangements to pick up the student at the school within 15 minutes of return.*

Bus Company: Gunther Bus Compnay

Public Transport: NO

Total Number of Students: 90

Ratio of Chaperone to Students: 1:10\_

Meal Arrangements: Please see itinerary

Appropriate Attire: Concert dress, business casual and casual

*If the field trip extends beyond the defined student day or overnight, a separate attachment details the itinerary, special clothing or cash requirements, and any additional rules or procedures.*

Alternative plans in case of postponement/cancellation None

**TEACHER-IN-CHARGE:** Ben Denne, Rosemary Lather, Tim Reinhardt

*If you are available to chaperone, please indicate your interest on the form below, and review the description of duties and responsibilities on the reverse of this form. You will be contacted directly if your services are needed.*

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I GRANT PERMISSION FOR \_\_\_\_\_ TO GO TO \_\_\_\_\_  
 \_\_\_\_\_ ON \_\_\_\_\_. I RECOGNIZE THAT THE HOWARD COUNTY  
 PUBLIC SCHOOL SYSTEM CANNOT BE HELD RESPONSIBLE FOR CONDITIONS BEYOND THEIR CONTROL.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_ PHONE: \_\_\_\_\_

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\_\_\_\_\_ I AM AVAILABLE TO CHAPERON AND ACCEPT THE DUTIES AND RESPONSIBILITIES OF THE POSITION.

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**EXTENDED DAY AND OVERNIGHT FIELD TRIP AND FOREIGN TRAVEL  
MEDICATION/TREATMENT ORDER**

**MUST BE COMPLETED BY AUTHORIZED HEALTH CARE PROVIDER  
ONLY IF MEDICATIONS/TREATMENTS ARE REQUIRED ON TRIP**

Dear Health Care Provider:

Your patient will be participating in an approved trip to \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_. There will not be a school nurse in

\_\_\_\_\_ (Date & Time)

\_\_\_\_\_ (Date & Time)

attendance on this trip. If you have any concerns about your patient's health needs on this trip, please contact the Mr. Denne at 443-904-0670. **Please indicate below any treatment/prescription and/or over-the-counter medications that your patient is currently taking and will need to continue to take while on the trip. This form must be returned as soon as possible, to provide for planning and staff training.**

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Date of Birth

**No medication/treatment can be administered without physician authorization.**

**To be completed by the Physician**

| Medication/Treatment | Dosage/Frequency of Administration | Circumstances/symptoms for administration | Diagnosis | Student may carry & self-administer medication. (please check) |
|----------------------|------------------------------------|-------------------------------------------|-----------|----------------------------------------------------------------|
|                      |                                    |                                           |           |                                                                |
|                      |                                    |                                           |           |                                                                |
|                      |                                    |                                           |           |                                                                |
|                      |                                    |                                           |           |                                                                |

**Health Care Provider Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**MEDICATION MUST BE PROVIDED FROM HOME.**

**To be completed by designated school personnel**

| Medication/Treatment | Date/Time Medication Given | Date/Time Medication Given | Date/Time Medication Given | Signature of Designated School Personnel |
|----------------------|----------------------------|----------------------------|----------------------------|------------------------------------------|
|                      |                            |                            |                            |                                          |
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|                      |                            |                            |                            |                                          |
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|                      |                            |                            |                            |                                          |

12/7/09

**HOWARD COUNTY HIGH SCHOOL G/T ORCHESTRA, ELLICOTT CITY, MD  
TRIP TO CHICAGO / THE MIDWEST CLINIC – December 15 - 19, 2009  
TRIP #10-11045**

Tuesday, December 15, 2009

- 6:45 PM: All students arrive at Howard HS with luggage and instruments.
- 7:00 PM: Two 55 passenger motorcoaches from Gunther Bus Lines arrive at Howard High School for loading.
- 8:00 PM: Depart from Howard High School on first class, air-conditioned, DVD and/or VCR equipped MOTORCOACHES. Rest stops on your own en route at the Directors' discretion. Students may bring dvds but they must be original copies and be rated G, PG or PG13.

Wednesday, December 16, 2009

CENTRAL TIME

- 8:30 AM: Arrive in Chicago; meet your EDUCATIONAL TOURS, INC. ESCORT at the Four Points Sheraton Chicago and be escorted to CHANGING ROOMS and BREAKFAST  
Dress is "business casual"
- 10:00 AM: Depart for the Midwest Clinic
- 10:30 AM: Arrive at **The 63<sup>rd</sup> Annual Midwest Conference / Clinic** – Take all instruments to the assigned storage room, receive the participant ribbons that will allow you to attend everything at the conference, then enjoy the exhibit hall.
- 11:15 AM: Continue enjoying the exhibit hall or attend a performance by the Dulles Middle School Symphony Orchestra in the Skyline Ballroom (room W375AB)
- 12:00 PM: Lunch on your own at the **McCormick Place Food Court**
- 1:00 PM: Enjoy a Performance by Clarksville Middle School
- 1:45 PM: Return to storage room to prepare for rehearsal
- 2:30 PM: Dress Rehearsal at McCormick Place.
- 3:30 PM: Depart for the hotel
- 4:00 PM: Arrive at the Four Points Sheraton Chicago, check-in and prepare for the evening
- 6:30 PM: Depart for dinner, dress is casual
- 7:00 PM: Arrive for DINNER at GINO'S EAST
- 8:30 PM: Depart for the hotel
- 9:30 PM: Lights Out

PRIVATE NIGHT TIME HOTEL SECURITY

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Thursday, December 17, 2009

- 5:00 AM: BREAKFAST at the Four Points Sheraton Chicago. Students must arrive at breakfast in the CONCERT DRESS. Please bring a “business casual” change of clothes with you
- 6:00 AM: Depart for the Midwest Clinic.
- 6:30 AM: Arrive at the **The 63<sup>rd</sup> Annual Midwest Conference / Clinic** for your performance. Proceed to the storage room to prepare instruments for performance
- 6:45 AM: Students leave the storage room with instruments and music
- 7:00 AM: Orchestra arrives on the stage of the Skyline Ballroom
- 7:15 AM: Jolesch Photography will take pictures of the orchestra on stage.
- 7:30 AM: HSGTO warms up
- 8:30 AM: HSGTO performs at the **Midwest Clinic**
- After your performance, store your instruments in the storage room.  
You may change your clothes in available rest rooms.
- 11:30 AM: Enjoy a Performance by Hilliard Davidson High School Chamber Orchestra
- 12:30 PM: Afterwards, enjoy lunch at **McCormick Place**- Enjoy a variety of cafes and restaurants located throughout the complex.
- 2:00 PM: Depart for the symphony
- 2:30 PM: Arrive at the symphony
- 3:00 PM: Enjoy a PERFORMANCE of the CHICAGO SYMPHONY ORCHESTRA BRASS
- 5:30 PM: After the symphony, depart for **Navy Pier** – Fifty acres of parks, gardens, shops, restaurants, and many other attractions.
- 7:00 PM: Meet for DINNER at BUBBA GUMP SHRIMP CO.
- 8:00 PM: Depart for the hotel
- 10:00 PM: Lights Out

PRIVATE NIGHT TIME HOTEL SECURITY

Friday, December 18, 2009

- 7:00 AM: Wake up and pack
- 9:00 AM: BREAKFAST at the hotel, dress for the day is casual  
Check-out and load luggage on the busses
- 10:30 AM: Depart for **Water Tower Place** – Occupying a full block, it is the pinnacle of the

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“Magnificent Mile.” It features over 100 stores and restaurants and a high-urban shopping experience you won’t find anywhere else in the city. Lunch on your own

- 12:30 PM: Depart for the symphony
- 1:00 PM: Arrive at the symphony
- 1:30 PM: Enjoy a MATINEE PERFORMANCE of the CHICAGO SYMPHONY ORCHESTRA
- 3:30 PM: After the performance, meet at the **Group Entrance** on **S. Columbus Drive** to explore the ART INSTITUTE OF CHICAGO on your own – This institute’s collections include some of the finest art ever produced.
- 5:00 PM: Depart for dinner
- 5:30 PM: Arrive for DINNER at HARD ROCK CAFÉ
- 7:00 PM: Depart for home. Stop at McCormick Place and retrieve instruments from the storage room to load on the bus. Rest stops and breakfast on your own en route at the Director's discretion.

Saturday, December 19, 2009

EASTERN TIME

- 9:30 AM: Arrive at Howard High School  
Students will call home when we are 1 hour away. Please be available to receive this call on Saturday morning. Also, please be prompt in picking up your student.