

APPENDIX B – POLICY 800.33

SCHOOL-SPONSORED EXTENDED FIELD TRIP – SECURITY ADDENDUM

Sponsoring Staff Members:

Trip Dates:

Trip Destination:

Dear Parent/Guardian:

Your student has the opportunity to participate in this extended school-sponsored field trip. In light of potential security threats and to ensure safety of students, the following four (4) conditions apply. Unless you understand and accept these conditions, your student may not participate in this trip. This signed form must be returned to the trip sponsor with your first deposit payment.

Condition 1: The school district will cancel this trip if, at the time of departure, the Department of Homeland Security declares a threat level designated as “RED: or severe risk of terrorist attacks. For more information about this advisory system, please consult: <http://www.dhs.gov> In addition, the district will monitor Code Orange procedures.

Condition 2 – For international trips, the school district will cancel this trip if, at the time of departure, the Department of State has a “Travel Warning” in effect that recommends Americans avoid a country intended for visit. See http://www.travel.state.gov/travel_warnings.html for an updated list of travel advisories.

Condition 3: If the school district must cancel the trip for either of the above reasons, the parent must understand and accept that any funds paid to a travel provider may not be refundable. The school district will not be able to reimburse the parent. It is the responsibility of the parent purchasing this trip to review contractual conditions they accept with the travel provider(s) to determine the extent and availability, if any, of refunds. Purchasing additional trip cancellation insurance may or may not cover a security alert cancellation. The parent is responsible for investigating and determining the extent, if any of such coverage.

Condition 4: For international trips, parents must review the attached U.S. State Department Consular Information Sheet(s). This includes information as of this date on such matters as health conditions, crime, areas of instability, and the location of the nearest U.S. embassy or consulate in the subject country. Updates of this information are available at: http://www.travel.state.gov/travel_warnings.html

Countries attached include: _____

Parent or Guardian Certification

I certify that I have read, understand, and agree to these four conditions. I agree that should the school district cancel this trip for reasons of safety or security, I will not hold the school district liable for a refund. I understand that the terms and conditions of the travel provider and/or travel cancellation insurance will determine whether I receive a refund if the school district cancels this trip.

Parent/Guardian Signature

Date

Student's Name

THIS SIGNED FORM MUST BE RETURNED TO THE TRIP SPONSOR WITH YOUR FIRST DEPOSIT PAYMENT.