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**Important 5th Grade Field Trip Information**

**Thursday & Friday, November 14 – 15, 2019**

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| **Date Due** | **Item Due** | **Additional Info.** |
| Sept. 23rd  | Online School Payment Available | OSP on MBES Website |
| October 18th | First Partial Payment Due | Online or Check to MBES |
| October 18th | Commitment & Payment Slip Turned In | To Homeroom Teacher |
| November 8th | Second (or Full Payment) Due  | Online or Check to MBES |
| November 8th  | Authorization to Give Medicine | To Homeroom Teacher |

**Commitment & Payment(s)**

*A* ***Commitment and Payment Form*** *is due to your child’s homeroom teacher by Friday, October 18th. We MUST have one signed form for every student in 5th grade whether they are going on the field trip or staying at school.*

*Field trip payments can be made in full or in installments (1st installment due Friday, October 18th & 2nd installment due Friday, November 8th). Payments can be made by check (made payable to MBES) OR online using OSP (no fees).*

**Drop Off Thursday Morning (11/14/19) – Two Options**

*✓* ***BETWEEN 6:30 – 6:55 am***

*Drop students and luggage at back of school by cafeteria. NOTE: School buses begin arriving at 7 am. If you are later than 6:55 am, pull around through the*

*carpool line – please DO NOT USE BACK LOT after 6:55 am!*

*✓* ***BETWEEN 7:10 – 7:40 am***

*Park in the front parking lot and walk students & luggage into the building by the front office. Follow the carpool line, but please DO NOT drop off student & luggage in the carpool line. Rather, pull around the line into the parking lot and follow directions above.*

**Pick Up Friday Afternoon (11/15/19) – One Option Only**

*✓* ***BETWEEN 3:00 – 3:30 pm***

*It is expected that ALL students & luggage will be picked up no later than 3:30 pm at back of school by cafeteria*

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*✓* ***ANY OTHER ARRANGEMENTS***

*(i.e., another parent picking your child up) should be made with a note to the school PRIOR to Wahsega trip. NO child will be allowed to go home with anyone other than their own parent without a prior written dismissal change.*

**My Child Requires Medicine. What do I do?**

* *If your child will be taking medication during the trip, please send in the* ***Student Health Services SHS-1 Medical Form*** *(1 form per medication) along with the medication to Mrs. Sharon Bradford* ***PRIOR*** *to the field trip.* ***Medication should not come to school with students or on the day of the field trip.***
* *Do* ***NOT*** *send medication and the SHS-1 form with your child. A Parent/Guardian must bring the completed form and the medication to school. Medication cannot be accepted any other way.*
* ***Please note that prescription medication forms must be signed by the physician.***
* *All medications should be current (within the expiration date) and should be in its original packaging.*

**Miscellaneous Items**

* If your child has specific limitations which would curb his/her participation, please send your child’s teacher a note in advance of the field trip so that arrangements can be made in advance.
* If your child has **food restrictions** (not allergies but restrictions such as vegetarian, vegan, etc.), please be sure to indicate these on the **Permission Slip** form (back page) prior to the field trip.
* Students may not leave the designated camp area without permission and supervision. Any student not complying with the regulations and expectations of those in supervision will be sent home.
* **Students may not bring cell phones or electronics.** There will be no internet service. If you need to get in touch with your child (emergency only), the phone number is (706) 864-2050. Please understand that, given staffing and class scheduling, your child may not return your call immediately.

**Chaperones**

*Chaperones will be contacted by the end of this week (by Friday, October 4th) to confirm status as chaperone. Requirements to be met by November 1st. If you are contacted, please plan to attend the MANDATORY chaperone meeting on Thursday, November 7th in room 131 at 7:15 am.*

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| **Date Due** | **Item Due** | **Additional Info.** |
| *November 1st*  | *Chaperone Requirements MUST be Met* | *See Chaperone Checklist* |
| *November 7th*  | *MANDATORY Chaperone Meeting* | *MBES Room 131, 7:15 am*  |