

SCHOOL-SPONSORED FIELD TRIP PERMISSION FORM

SCHOOL: Cardinal Heights Upper Middle School

Date: 2/7/19

Dear Parent/Guardian:

Your child has the opportunity to participate in the following field trip away from school.

Teacher: Mesner/Melrose Grade Level: 8/9

Trip Date: February 28 & March 1, 2019

Trip Destination: Fond du Lac High School & Laurence Conservatory

Trip Purpose: Clinics and exchange concerts

Type of Transportation: Bus Location of Departure Cardinal Heights

Time of Departure: 3:15 p.m. 2/28/19 Time of Return (Approximate): 3:15 3/1/19

Basic Cost of Trip: \$71 Money Due By: 2/18/19

Additional Spending Money: encouraged  will not be necessary

Please see attached itinerary – students will purchase one meal Thursday eveing. All other meals included in tour fee.

(over)

**PARENT/GUARDIAN COMPLETE:**

\_\_\_\_\_ (Child's name) has my permission to participate in the described field trip and/or extra-curricular activity.

I am providing the following information for the safety of my child:

1. In the event of an emergency, please contact either me or the emergency contact person listed below: **(please be sure these people are available during the dates and times of this trip)**

\_\_\_\_\_  
(Name of parent/guardian) (Phone)

\_\_\_\_\_  
(Person to call in case of emergency) (Phone)

2. Please be aware of these health concerns that may require the assistance of school staff. (Wearing Med Alert bracelet is strongly advised if your child has a condition that could be life-threatening without prompt treatment.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. To comply with state law, any student requiring medication or treatment to be administered by staff during the field trip must have a medication consent form on file in the school. Forms are available in the school nurse office.

The teacher will accompany your child on the trip and will use all reasonable precautions with regard to safety and general welfare. If for behavioral/disciplinary reasons your child must return from the trip early and separate from the participating group, you will be notified and asked to pick up your child, or you may be responsible for any additional incurred trip expenses.

Please return this permission form no later than 2/18/19

Please sign below to indicate permission for your child to go on the trip. Contact the principal or your child's teacher if you have questions or concerns.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Phone Number

# Cardinal Heights 9<sup>th</sup> Grade Band & Wind Symphony Tour

February 28 & March 1, 2019

## Thursday, February 28

Drop off luggage in band area before school – Wind Symphony in 412C, 9<sup>th</sup> grade band in 415F

- 2:55 Go to band room immediately following 8<sup>th</sup> period class – meeting
- 3:15 Load buses
- 3:30 Depart Sun Prairie
- 4:30 Arrive at Fond du Lac High School for clinics
- 6:00 Conclude clinics and load bus
- 6:30 Dinner stop (purchased on own) options include Panera, Noodles & Company, Rocky Rococo, and McDonald's
- 7:40 Back on bus & depart for hotel
- 8:30 Arrive & check-in at hotel Cambria Hotel (3940 N. Gateway Dr., Appleton, WI)  
*All instruments stored in rooms*
- 9:30 Everyone in rooms
- 10:00 Lights out – get some sleep!

## Friday, March 1

- Wake-up, groom, & pack-up (breakfast provided by hotel)
- 7:40 Meet in Lobby, pack bus & depart for Laurence Conservatory
- 8:00 Arrive unload and clinics
- 11:00 lunch on campus (included)
- 12:30 Load bus and depart for Sun Prairie
- 3:30 Arrive Cardinal Heights – well done everyone!

Bring money for one meal on Friday. All other meals included in tour fee.

## Contact Information

Mr. Mesner – 608-213-2524

Mr. Melrose – 608-772-6639

# What to pack?

## Clothes & Other Personal Items

### **Clothes**

- Dress comfortably but appropriately for Thursday (jeans etc. would be appropriate)
- Please plan to dress in “nicer clothes” for Friday. Think “business casual” (a shirt with a collar and pants that are not jeans etc.)
- Sleepwear
- Don’t forget the socks!

### **Toiletries & Bathroom Supplies**

### **Not completely necessary but you may wish to bring**

- Book, cards, small games\* for bus
- A snack for the bus ride
- DVD\* for the bus ride (PG or G rated)
- I-pod\* or the like for bus ride
- A night light or blanket if that comforts you through the night (Melrose calls his blanket “Woubie”)

\*\*\* If you choose to bring an I-pod, game device, DVD etc. please make sure they are clearly labeled with your name and be very careful in putting these away and storing them in safe places.

## Instrument & Accessories

### **Woodwinds**

- Instrument
- Folder with all music
- Pencil!!!!!!!!!!!!!!!
- Mouthpiece
- Three good reeds
- Cork grease

### **Brass**

- Instrument
- Folder with all music
- Pencil!!!!!!!!!!!!!!!
- Mouthpiece
- Mutes needed
- Valve Oil
- Slide Grease

### **Percussion**

- Sticks
- Mallets
- Folder with all music
- Pencil!!!!!!!!!!!!!!!
- Equipment assignment

## *All school rules, expectations, and consequences are in full effect during your time on tour*

### Expectations for Clinics

- Have equipment and a pencil ready for all clinics – take notes!
- Give the clinician your undivided attention
- Be willing to try new things and give your best effort always – have fun making music!
- Always be respectful to our hosts and facilities – say please and thank you often
- Help with set-up or take-down whenever possible
- Clean-up after yourself
- Say thank you to our hosts and clinicians
- Enjoy the clinics, learn new things, and have fun making music!

### Expectations for the Hotel & Bus

- Be on time for all meetings and departures
- Use “indoor voices”
- Focus on instructions and maintain silence during instructions to ensure you and all others can hear
- Bring instruments into hotel rooms overnight
- Always say please and thank you
- Clean up after yourself
- Enjoy your stay - ensure other guests are never disturbed and make many compliments about your politeness and responsibility!
- Students may not enter any hotel room other than the room assigned to them
- All bus movies must be PG or G rated
- All small or wood instruments must travel in the overhead compartment of the bus