

SCHOOL-SPONSORED FIELD TRIP PERMISSION FORM

SCHOOL: Cardinal Heights

Date: 1/5/16

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: March 3 & 4 (please see attached itinerary)

Trip Destination: Kettle Moraine High School, Carroll University & New Trier High School

Trip Purpose: Clinics & exchange concerts

Type of Transportation: Charter bus Location of Departure Cardinal Heights

Time of Departure: 3:15 3/3/16 Time of Return (Approximate): 3:30 3/4/16

Basic Cost of Trip: \$85 includes transportation, lodging, meals & clinics Money Due By: 2/5/16

Additional Spending Money: encouraged will not be necessary

If you have participated in fundraising with the Sun Prairie Band Boosters and would like to use fundraising monies for the tour please follow the directions below

Fundraising helps you earn funds for band boosters and also your student ledger. This ledger can be used to pay for field trips, private lessons, Sound and Jazz fees and many other band related expenses. For families wishing to use their student's ledger to pay for this field trip, please go to charmsoffice.com. Log in as a parent. Our school code is **SunPrairieASBand**. Use your student's school ID number as the temporary password if this is your first time in Charms. Click the "financials" icon and view your student's statement.

If you would like to use all or a portion of your student's ledger balance towards the cost of the trip:

1. Print the statement
2. Indicate how much you would like to use and staple it to your student's permission slip along with a note requesting the use of the ledger to pay for the field trip.

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 2/5/16

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 9th Grade Band & Wind Symphony Tour

March 3 & 4, 2016

Thursday, March 3

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

- 2:55 Go to band room immediately following 8th period class – meeting
- 3:15 Load buses
- 3:30 Depart Sun Prairie
- 4:30 Arrive for clinics
 - Wind Symphony at Carroll University, Waukesha, WI
 - Ninth Grade Band at Kettle Moraine High School, Wales, WI
- 6:45 Dinner at Carroll University (dinner provided)
- 7:45 Observe rehearsal with Youth Wind Orchestra of Wisconsin
- 8:00 Depart for hotel: Hampton Inn & Suites – Chicago North Shore
- 9:30 Arrive at Hotel, check-in (Hampton Inn & Suites – Chicago North Shore)
- 10:00 Everyone in their rooms for the evening, get some sleep!

Friday, March 4

- 6:00 Wake-up, groom, & pack-up (breakfast provided)
- 7:30 Meet in Lobby, pack bus & depart for New Trier High School Northfield Campus
- 8:00 Arrive and unpack at New Trier High School
- 8:25 Exchange performance with New Trier Ninth Grade Band
- 10:00 Conclude exchange performance and begin clinics with Mr. Temple
- 11:30 Load bus
- Noon Lunch at New Trier Northfield Campus (lunch provided)
- 12:40 Depart for Sun Prairie
- 3:30 Arrive at Cardinal Heights Upper Middle School, unload buses – Great job everyone!

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