

## **Field Trip Forms**

The forms below are required for a student to go on any overnight or local field trips. You must fill them out and return them. The sooner we can have them turned in, the sooner we can get all of our ducks in a row to make sure we're organized and ready to roll. Even if you're not sure if you'll be able to go to one or all of the field trips, go ahead and fill these out, that way you're ready if and when you do decide to go.

*District 9 Thespys*

October 3rd

Blake High School

*Florida Theatre Conference*

November 6-7

Winter Haven (overnight)

*District 9 One Acts*

December 2-4

USF Tampa

Here is a quick run down of what each form is and what to do with it.

### **Application for Participation**

- A fancy way of saying "Permission Slip"
- The information requested is fairly self-explanatory
- The dates and locations of all of our events are listed on this form. By signing you are not giving the thumbs up for your child to go to each event. Just saying that IF you want them to go down the road the form is already filled out. It just saves you the trouble of having to sign a new form each time.

### **Auto Insurance Confirmation**

- If you or your child will be driving, we need the insurance info for each car and driver
- If you are on the fence about driving or would drive if you HAD to...please fill this out. It does NOT mean that we WILL ask you or need you to drive, it's just better to be safe than sorry. It's easier to have this on file in case of emergency if another driver can't drive at the last minute.

### **Medical Release Form**

- ***This MUST BE NOTARIZED!!***
  - Do not turn this in unless it's **NOTARIZED**
  - Notaries can be found at any bank, law office, title company, the UPS store and many other businesses. The school has several notaries on staff as well so if you need to, ask the front desk and they can direct you to a notary on campus.
- The dates and locations of all of our events are listed on this form. By signing you are not giving the thumbs up for your child to go to each event. Just saying that IF you want them to go down the road the form is already filled out. It just saves you the trouble of having to sign a new form each time.

### **Teacher Notification**

- Before a student can miss school, they must have this form filled out and returned AT LEAST 3 days prior to missing school.
- If a student has worked hard to earn a competition spot and paid their dues, but has not filled out this form...the school can tell them that they can't go. I would hate to see that happen, so please...fill this out and have teachers sign it!!
- Do NOT wait until the last minute to do this. Your procrastination does not equal an emergency on their part!

Please do **NOT** print these forms double sided



This form is used for recording the status of insurance on vehicles that will be used on field trips.

## FIELD TRIP MEDICAL RELEASE FORM

This form is used for recording parental permission for medical and/or surgical treatment in case of medical concerns on a field trip. **A notarized signature is required for an overnight or out-of-state field trip.**

Student Name: \_\_\_\_\_ School: Steinbrenner High School

Date of Birth: \_\_\_\_\_ Student #: \_\_\_\_\_

Location of Field Trip: 1 - Blake HS or 2 - Winter Haven, FL Date(s) of Field Trip: 1 - Oct 3, 2026 2 - Nov 6-7, 2026  
or 3 - USF Tampa 3 - Dec 2-4, 2026

As the parent and/or legal guardian of (*print student name*): \_\_\_\_\_,  
I authorize Hillsborough County Public Schools, its agents, employees, and other officers to procure and consent to any medical emergency treatment, including hospital care, to be rendered to my child by or under the supervision of a licensed health care provider. The parent/legal guardian is responsible for any fees or costs. My signature below represents consent and agreement to the matters stated above.

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

\_\_\_\_\_  
*Date*

STATE OF FLORIDA, COUNTY OF \_\_\_\_\_

SUBSCRIBED and sworn to before me, a Notary Public, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature of Notary: \_\_\_\_\_ Print Name: \_\_\_\_\_

Medical Insurance Company: \_\_\_\_\_ Policy #: \_\_\_\_\_

Student's Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Phone (Day): \_\_\_\_\_

Business Name (if applicable): \_\_\_\_\_ Phone (Evening): \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Phone (Day): \_\_\_\_\_

Business Name (if applicable): \_\_\_\_\_ Phone (Evening): \_\_\_\_\_

Family Physician's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Physician Address (street, city, state): \_\_\_\_\_

Check any health conditions that apply (if none, leave blank). Allergies ☐ Asthma ☐ Diabetes ☐ Seizures ☐

Heart condition ☐ Other (please describe): \_\_\_\_\_

Medications prescribed: \_\_\_\_\_

Hospital preference: \_\_\_\_\_

*NOTE: In the event of an emergency medical situation, the chaperone/teacher will call 911 and all attempts will be made to contact the student's parent/guardian regarding the emergency.*



### Teacher Notification of Student Participation in School-Sponsored Activity

This form is used by students to notify their teachers they will be attending a school-sponsored activity and to plan for the completion of classwork assigned by their teachers while they are on school business. This form must be submitted by the Field Trip Sponsor to the Assistant Principal's office three (3) days before the school-sponsored activity begins.

|                                                                                                                            |                                           |                           |
|----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|---------------------------|
| _____<br>Student Name (please print)                                                                                       | _____<br>Grade Level                      | _____<br>Date of Activity |
| _____<br>Purpose of Activity                                                                                               |                                           |                           |
| <br>_____<br>Field Trip Sponsor Signature | _____<br>August 12, 2026<br>Date of Issue |                           |

**The signature of the field trip sponsor signifies only that the student will be attending a school-sponsored activity.**

### Classwork Make-up Plan

The table below should be used to record the schedule preferred by teachers for completing classwork that will be covered while the student is participating in a school-sponsored activity (school business).

| Period | Course | Teacher's Name | Teacher's Initials under Preferred Plan |                                      | Date |
|--------|--------|----------------|-----------------------------------------|--------------------------------------|------|
|        |        |                | Submit classwork before activity        | Make up within 3 days after activity |      |
| 1      |        |                |                                         |                                      |      |
| 2      |        |                |                                         |                                      |      |
| 3      |        |                |                                         |                                      |      |
| 4      |        |                |                                         |                                      |      |
| 5      |        |                |                                         |                                      |      |
| 6      |        |                |                                         |                                      |      |
| 7      |        |                |                                         |                                      |      |
| 8      |        |                |                                         |                                      |      |
|        |        |                |                                         |                                      |      |

Teachers should email the field trip sponsor and/or Assistant Principal with questions and/or concerns.

**This signed and initialed form must be turned in to the office three days prior to the field trip.**