

MARPLE NEWTOWN SCHOOL DISTRICT

No. 121-AR-6

ADMINISTRATIVE REGULATION

APPROVED: August 2017

REVISED:

121- AR-6. LETTER TO CHAPERONES

Dear _____:

Thank you for consenting to supervise a student field trip/excursion sponsored by the school district.

The date of the field trip is _____. Please arrive at the school by _____ for a brief meeting. We will depart at _____ and return to the school by _____.

When serving as a chaperone for district field trips, all adults are prohibited from using tobacco products in the presence of students, consuming alcoholic beverages, and using illicit drugs during the duration of their assignment as chaperone.

Please contact me if you have questions concerning the field trip. Attached you will find the Chaperone Supervision Guidelines which you must read. I can be reached by phone at _____ extension _____.

Sincerely yours,

Field Trip Chairperson

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