**Boyertown Area School District
Inner-District Field Trip Notification

**<<INSERT CURRENT DATE>>

Dear Parents/Guardians,

Boyertown Area School District notifies our parents and guardians whenever our students are leaving their home school to attend an educational event at another building within our district. Your child is scheduled to accompany his/her class on a trip on the date, at the time, and to the building listed below for such an event.

The appropriate district personnel will accompany our students on the trip. The nurses at our building and the receiving building have been notified and the appropriate medications will be included in the “Go Bag” for the trip.

If you have any questions or concerns regarding this trip, please do not hesitate to contact your child's teacher.

We look forward to sharing this experience with your child!

Sincerely,

<<INSERT Signature or Typed Name of YOUR School>>

Principal
<<INSERT Name of YOUR School>>

**Destination:
Event or Purpose:
Date of Trip:
Departure Time:
Return Time:**