



## BEST PRACTICE RESOURCE SAMPLE

### Field Trip Authorization

It is suggested that providers have 2 field trip permission forms. One should be a general form that is signed once by the family, for everyday activities such as walking to the school or park. A second, more specific permission form should be used for each field trip that is a little more out of the ordinary such as swimming, out of town destinations or to farm.

#### General, Local Field Trip Authorization

I, \_\_\_\_\_ give \_\_\_\_\_ ,  
(Parent's name) (Care Provider's name)

and her employees (if applicable), permission to take my child, \_\_\_\_\_  
( Child's name)  
on short field trips and other outings as part of the Daycare program.

This includes transportation by car, bus, taxi, or on foot AND is granted only if my child will be appropriately restrained in any vehicle.

\_\_\_\_\_  
Parent Signature Date

\_\_\_\_\_  
Care Provider Signature

#### Specific Field Trip Authorization

I, \_\_\_\_\_ give \_\_\_\_\_ ,  
(Parent's name) (Care Provider's name)

and her employees (if applicable), permission to take my child, \_\_\_\_\_  
( Child's name)

to \_\_\_\_\_ . This includes transportation by \_\_\_\_\_ .  
(specific location)

This permission is granted only if my child will be appropriately restrained in any vehicle and for this trip only.

\_\_\_\_\_  
Parent Signature Date

\_\_\_\_\_  
Care Provider Signature