

**School Sponsored
Field Trip Request Form
Out of State Travel ONLY**

SC
May 6

Attach itinerary, student lists (if known), hotel information, chaperone sign-off forms, waiver requests, etc. to the completed request form and send to the Principal's office. If you will just be submitting the one request form, you may return it by email.

Submit to the principal's office no later than the Wednesday before the Natick High School Committee is to meet. Overseas trip requests must be submitted and also approved in advance of any marketing to the students.

The lead teacher or an adult representative from your trip must appear at the School Committee meeting to present the request. You will be notified of the date of this meeting.

To: NPS Superintendent, Anna Nolin
From Brian Harrigan, NHS Principal
Date: Thursday, April 4, 2019
Re: Natick Speech Team's trip to NCFL Grand Nationals in Milwaukee, WI

I would like to request School Committee Approval for the following overnight / out-of state trip:

Lead teacher's name: Joyce Albert & Amanda Parker

Group: Natick Speech Team

Destination and also Itinerary: NCFL Grand National Tournament in Milwaukee, WI. Three Natick High School students have qualified to attend the NCFL Grand National Tournament happening in Milwaukee, WI from May 23-27, 2019. The students will have an opportunity to compete with their peers from across the country. We plan to travel to Milwaukee on Thursday, May 23rd and use Friday, May 24th as an opportunity to see some of Milwaukee's highlights and have a final day of prep before competition. The competition will take place on Saturday and Sunday, concluding with an award ceremony on Sunday evening. The team will then travel home on Monday, May 27th.

Date of trip: Thursday, May 23 - Monday, May 27, 2019

Transportation: Various (flights to/from Milwaukee, carpools/shuttles to/from airport)

Mode of transportation requested: N/A

Method of payment (fundraising, etc.): Fundraising & student fees

Names of chaperones: Joyce Albert and Amanda Parker

Estimated Cost of trip per student: TBD

Please state the purpose of the this trip: National Speech & Debate competition

I support this request and thank you for your consideration.

Sincerely,



Brian Harrigan
Principal

☒ I have attached all relevant forms necessary to submit this request.

Revised January 22, 2014