



# West Bloomfield PRESCHOOL ACADEMY

5810 Commerce Rd.  
West Bloomfield, MI 48324

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## Field Trip Policy

### General Information

Your child will take part in pre-arranged in-house and/or off-site field trips during the school year. We will be using the West Bloomfield School buses to transport the children to and from the off-site field trips. Junior Kindergarten and Stepping Stones will be using bussing; Traditional programs may be asked to have parent transportation. The field trips are scheduled based on classroom activities and ages of the children. Classrooms/programs may team up for some field trips. We make every effort to book field trips on different days of the week, so that every child can attend some field trips. Only children scheduled to attend class for the day can go on the field trip due to space limitations on the bus and site restrictions. Two to three parents per class may accompany the group and they are charged the same price as the child unless otherwise mentioned. No siblings are allowed on any field trips.

### Cost/Cancellations

The Field Trip Fee will be collected at the time of the field trip. A field trip may be cancelled due to inclement weather or unforeseen emergencies. Most field trips involve outdoor activities and walking. Your child must be dressed in weather appropriate clothes and be prepared to take part in outdoor activities. Also, he/she must be at the school on time for the bus departure.

### Attendance of field trips

If you choose not to have your child participate in any of the field trips you will need to make other arrangements for your child for the duration of the field trip. There are NO refunds or make-up days for missed field trips.

### Behavior on field trips

Children are required to follow the field trip rules explained to them by the teachers before the field trip. If your child's behavior is consistently disruptive on the bus or at the field trip sites, you will be asked to have an adult accompany your child or make other arrangements for the duration of the field trip. This is for the safety of everyone involved.

### Permission Slips

We need to obtain a signed permission slip for each field trip. Return the signed permission slip to your child's teacher by the due date. Your child will not be allowed to go on any field trips without the pre-signed permission slip.

I have read and am aware of the West Bloomfield Preschool Academy's field trip policies for my child

\_\_\_\_\_ (Please print child's name)

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Guardian

Please sign this form and return to your child's teacher on the first day of school. Your child will not be allowed to go on any field trips without the pre-signed Field Trip Agreement form.