

ZACHARY COMMUNITY SCHOOL BOARD FIELD TRIP LOG SHEET

Bus Number	Driver's Name	Number of buses	Destination

School Name	Organizing Teacher	Designated First Aider

	<u>Assisting Chaperons:</u> Use back for additional
Supervising Chaperon	
_____	_____
_____	_____
_____	_____

DATE AND TIME OF

Departure		Arrival At		Destination		Departure		Return		Arrival
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REQUIRED ATTACHMENTS

Field Trip Request Form Yes _____ No _____	Parent/Guardian Permission forms for all students Yes _____ No _____	<u>If Non-School Board Transport Used:</u> Proof Of Insurance Attached Yes _____ No _____ Does Not Apply _____
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For questins answered "No," attach a written explanation from the principal.

TRIP NOTES

<input type="checkbox"/> Accident <input type="checkbox"/> Injury <input type="checkbox"/> Damage to Equipment <input type="checkbox"/> Vandalism <input type="checkbox"/> Comments Only

The Head Chaperon shall place this form in the vehicle designated above. Maintain in the Field Trip file at school after the trip.