

ADMINISTRATIVE REGULATION

APPROVED: March 18, 2011

REVISED: July 2, 2012

PENN MANOR SCHOOL DISTRICT

121-AR-11. LETTER TO PARENTS/GUARDIANS FOREIGN FIELD TRIPS

(Date)

Dear Parents/Guardians:

Thank you for encouraging the expansion of your child’s educational horizons by supporting his/her participation in the trip to _____ on _____.

(Destination)

(Dates)

I am notifying you that in the event of a cancellation for any reason, inclusive of a National Terrorism Advisory alert, natural disaster, weather conditions, etc., no refund will be available. The _____ School District will not assume any liability for reimbursement of costs due to a cancellation for any reason.

Sincerely,

Superintendent