ParentSquare – Field Trips – Student Permission Slips
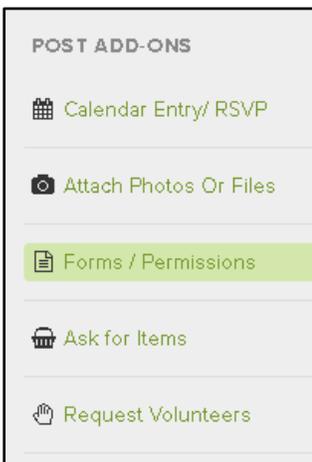
Create a **Post.**

Enter the **Recipients**, **Subject** and **Description** of the field trip for parents to review.

Select the **Forms / Permissions** add-on from the left navigation menu:

Select the date permission slips should be completed by.

IMPORTANT –
Select an existing form: **Field Trip – Permission, Waiver and Release Form**

Submit the **Post** when ready.

To view the status of student permission slips, select the **Settings** gear for the Post, and click **Forms Report**:
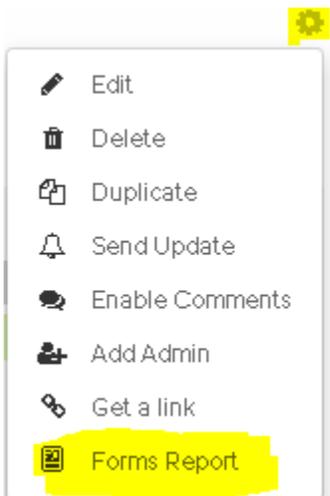
The permission slips can be printed or exported to CSV from the **Forms Report** screen: