Attn Matthew Dunbar, Anthony Hibbert
Melissa Bielonko

Suffield Public Schools
Field Trip/School Sponsored Trip Request Form

Directions: **Form to be completed by the advisor of the field trip and submitted to the principal's secretary. The completed form needs to comply with all regulations found in Policy #6153.**

Date of Request: 2/25/25

Type of Trip: (Field Trip) Extracurricular Athletic International
overnight

NOTE: Out of state or overnight trips must be approved by either the Superintendent or his/her designee and the Board of Education. (See Regulation #6153)

Advisor: Peter Davis

Date(s) of Trip: 4/15/2025 - 4/20/2025

Destination: Houston, Tx George R. Brown Convention Center
Avendia De Las Americas

Number of Students: 15

Number of Chaperones: 4 (see Regulation #6153 – Chaperone guidelines)

Has disclosure form been completed for all chaperones that are not Suffield Public School employees and are chaperoning an overnight trip?

Yes No N/A

Has chaperone information, including applicable Board of Education policy(ies) been delivered to chaperones?

Please provide access to this information Yes No

Cost of trip (include information regarding payment of expenses and any financial penalties that may be incurred): ≈ $1200.00 students are fundraising for themselves + tea
loss of cost of flight is potential.

Insurance Certificate Required: Yes No

Mode of Transportation: Southwest Airlines BDL → Houston
Sam's Limousine + Transportation, Inc (Houston)
other transportation TBD

Explanation of Trip:

First Robotics Team competes against teams worldwide to obtain the coveted Gold Banner. Students will meet corporate leaders, participate in infosessions, network.

Educational Purpose:

Connect STEM classroom education with real world problems to find solutions in a competitive environment.

Itinerary: TBD

Southwest Airlines to Houston, Tx Students will share hotel rooms, 4 to a room, HOTEL TBD until April 7. George R Brown Convention Ctr for Competition

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Advisor's Signature: [signature] Date: 2/27/2025

Principal Signature: _____ Date: _____

Superintendent/Designee: ____ Approve ____ Deny

Superintendent/Designee Signature: _____ Date: _____

Board of Education: ____ Approve ____ Deny

Board Chair Signature: _____ Date: _____

Student Field Trip Permission Form

Trip Destination: Houston - Robotics World's Competition

Trip Date / Time: 4/15/2025 - 4/20/2025 Times TBD During Spring Break

Purpose of Field Trip: World Competition

Teacher/Advisor's Name: Peter Davis

Teacher/Advisor's Phone #: 413 455 8579

Student's Name:_____ Grade:_____

Phone #:_____

Address:_____

Student's Signature:_____

I hereby grant permission for my child, _____

to participate in the above mentioned field trip.

Are there any medical conditions that we should be aware of? Yes_____ No_____

If yes, please explain:_____

Parent/Guardian's Name:_____

Parent/Guardian's Signature:_____

Teacher Approval:

Period 1:_____ Period 2:_____

Period 3:_____ Period 4:_____

Period 5:_____ Period 6:_____

Period 7:_____ Wildcat:_____