



NOTE: Additional trip information may be attached to this form based upon the unique circumstances of a particular trip. All other modifications require approval of the Office of Legal Services. This consent form does not apply to student exchange and homestay programs.

**PARENT NOTIFICATION/CONSENT FORM**

**New York City Department of Education (DOE)-Sponsored INTERNATIONAL TRIP**

Name: \_\_\_\_\_ Class: \_\_\_\_\_

**If your child does not have a United States passport, please contact the trip coordinator. Foreign countries have different rules regarding visas and permits for non-United States passport travelers.**

School (list additional trip sponsors when applicable): \_\_\_\_\_ Trip Date(s): \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Trip Coordinator: \_\_\_\_\_

Destination: \_\_\_\_\_

Departure Site: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Return Site: \_\_\_\_\_ Return Time: \_\_\_\_\_

Mode of Transportation: \_\_\_\_\_ Name of Carrier: \_\_\_\_\_

Name of Hotel and Telephone No. (Attach itinerary if multiple locations) \_\_\_\_\_

Purpose of Trip: \_\_\_\_\_

Specific Clothing/Equipment Required for this Trip: \_\_\_\_\_

This trip will include the following physical and sports activities (e.g., swimming, horseback riding, ice skating, skiing, boating): \_\_\_\_\_

a) I understand that there are risks of injury associated with the above-listed physical and sports activities and I consent to my child's participation in all these activities except for the following:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b) Please indicate below any permanent or temporary medical or other condition, including special dietary and medication needs, or the need for visual or auditory aids, which should be known about your child:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- c) I agree that in the event of an emergency injury or illness, the staff member(s) in charge of the trip may act on my behalf and at my expense in obtaining medical treatment for my child.
- d) I am responsible for getting my child to and from the departure and return site identified above. I understand that my child shall be accompanied by staff member(s) during the trip, including while traveling from the departure site to the destination site, and from the destination site to the return site.
- e) I understand that it is within the school's discretion to change travel, accommodations, and other arrangements as it deems necessary. I will be informed of such changes as soon as practicable.
- f) I understand that the school in arranging for my child's travel and accommodation selected commercial airlines, trains, restaurants, hotels and other services whose performance and service cannot be controlled by the school. Consequently, the school is not responsible for the actions of these commercial entities, including but not limited to, lost luggage, unsatisfactory quarters, and refunds.
- g) I understand that my child is expected to behave responsibly and to follow the school's discipline code and policies.
- h) I agree and understand that I am responsible for the actions of my child. I release the school from all claims and liabilities that arise in connection with the trip, except if due to the negligence of school officials.
- i) I understand that students who violate the school's discipline code may be excluded by the school from participating in a trip. Additionally, I understand that if a serious or reported violation occurs while on the trip, it is within the school's discretion to send my child home from the program, of which I will be informed. I understand that if my child is sent home early, I am responsible for all cost associated with such early departure and forfeit any monies paid that are not refunded to the school.
- j) In an emergency I can be reached at: Day: (\_\_\_) \_\_\_\_\_ Evening: (\_\_\_) \_\_\_\_\_  
 Additional Contact: Name: \_\_\_\_\_ Day: (\_\_\_) \_\_\_\_\_ Evening: (\_\_\_) \_\_\_\_\_
- k) I give my permission for my child to participate in this international school trip.

\_\_\_\_\_  
 (Signature of Parent/Guardian)

\_\_\_\_\_  
 (Date)

**STUDENT DECLARATION**

(to be signed by Middle School and High School students)

I have read this form and I understand that I am to act on this trip in the same responsible manner in which I am expected to conduct myself in school. I accept the rules and regulations set forth by the school and the New York City Department of Education (DOE) for international programs. I will obey the rules and regulations of the foreign country. I agree to accept the travel conditions selected by the school. I will participate in the pre-orientation and post-orientation programs provided by the school and the DOE. I understand that alcoholic beverages and/or illegal drugs of any and all kinds are strictly prohibited and that if I am found in possession of or under the influence of these substances, I will be subject to school disciplinary procedures and possible criminal prosecution.

\_\_\_\_\_  
 (Signature of Student)

\_\_\_\_\_  
 (Date)

**INFORMATION REGARDING TRAVEL ADVISORIES AND WARNINGS IS AVAILABLE AT**  
[www.cdc.gov](http://www.cdc.gov) and [www.travel.state.gov](http://www.travel.state.gov).