

Educational Trip Authorization

Subject: Permission Request for Educational Field Trip

Dear [Principal/Teacher's Name],

I am writing to request permission for my child, [Student's Name], who is currently enrolled in [Grade/Class], to participate in the upcoming educational field trip to [Destination] scheduled for [Date].

I understand that this trip is designed to enhance [subject] learning and provide hands-on educational experiences that complement classroom instruction. After reviewing the itinerary and safety measures outlined in the information packet, I am confident this will be a valuable learning opportunity.

I hereby grant permission for my child to participate in all scheduled activities including transportation via [bus/other transport]. I have completed and attached the required medical information form and emergency contact details.

In case of emergency, I can be reached at [primary phone number] or [alternate contact]. I also authorize school personnel to seek immediate medical attention if required.

Please find enclosed the signed permission slip and the participation fee of [amount].

Thank you for organizing this enriching educational experience.

Sincerely,

[Parent's Name]

[Relationship to Student]

[Date]

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