Red River Parish Schools

Field Trip Request Form

School _____

Organization/Group _____

Teacher(s) Submitting Request _____

Date of Trip _____ Number of Buses Needed _____

Destination _____

Time of Departure _____ Time of Return _____

Driver Needed Yes ☐ No ☐

Name of Driver(s) if Needed

_____ _____

_____ _____

Educational Objective of Trip:

Principal's Signature _____ Date _____

Director of Student Affairs _____ Date _____

Director of Transportation _____ Date _____

Form Must Be Submitted to Director of Student Affairs At Least 5 Days Prior to Departure

*Electronic signatures will not be accepted on this form.