Field Trip or Other Off-Premises Activity Notification/Permission
Child Care Centers

Use of form: Use of this form is voluntary; however, completion of this form meets the requirements of DCF 250.04(6)(a)2., DCF 251.04(4)(a)4. and 251.04(6)(a)4., and DCF 252.41(4)(a)4. Personal information you provide may be used for secondary purposes [Privacy Law, s.15.04(1)(m), Wisconsin Statutes]. This form may be used both to notify parents of the specific date, time, and destination of field trips which require the use of a vehicle and to obtain parental authorization for a child to participate in and be transported to and from a field trip. Note: The *Child Care Enrollment* form also contains a section for obtaining authorization from a parent to participate in field trips if the center chooses to use that form.

Instructions: Complete the form and submit to the parent / guardian for their signature prior to the date of the upcoming field trip.

Center or Day Camp Name

Little Lambs Child Care Center and Preschool

Child's Name

Date(s) of the Field Trip or Other Activity	Departure Time	Estimated Return Time
While Child is Enrolled	Varies	Varies

Destination, including length of travel time each way

Walking around Fall Creek with a teacher to places such as, but not limited to: Kellar Park, FC Pond, Elementary School Playground, Fall Creek Public Library, etc.

Type of transportation:

☐ Center vehicle ☐ Parent / volunteer vehicle ☐ Contracted vehicle ☐ Public transportation

I authorize the child care center / day camp listed above to take my child on a field trip or other off-premises activity on the date(s) indicated.

Parent or Guardian **SIGNATURE**	Date Signed