

Dear Parent(s)/Guardian(s):

We are excited to have your child join the Lake Elkhorn Middle School family this upcoming school year! Sixth grade is a year full of new experiences, opportunities, and development. To support the transition to middle school and develop a sense of community, sixth grade students begin the year with a field trip. Every year LEMS sixth graders go on the Outdoor Education field trip to North Bay Adventures located in North East, Maryland. This is a three-day trip that provides students with meaningful educational and character-building experiences outside the classroom environment. The curriculum at North Bay encourages students to focus on their actions and understand how their actions affect their futures, communities, and the environment.

There will be an Outdoor Ed. Parent Information Night on Wednesday, **September 26, 2018**. At that time, we will provide parents and students with more information about the trip and what you will need to do to best prepare for it. Feel free to visit the North Bay website in the meantime for more information about the program: <http://northbayadventure.org/education/residential/>.

What: Outdoor Education Field Trip

When: October 29 - 31, 2018

Where: North Bay Adventures in North East, MD

Cost: \$165 per student. Scholarships are available in the early fall. Parents may make online payments via the LEMS homepage starting early August.

If you are interested in volunteering as a parent chaperone for this trip, please mark your calendar for the mandatory chaperone meeting on Wednesday, **October 17, 2018**. You may also complete the required training by going to the Lake Elkhorn Middle School website (<http://lems.hcpss.org/>) and clicking "Parent Volunteer Information" near the bottom of the screen.

We look forward to sharing this amazing experience with your sixth grader!

Kind Regards,

Laura K. Dennis
Site Coordinator, LEMS Outdoor Education Field Trip
Laura_Dennis@hcpss.org

**CHECKLIST FOR PARENTS
OUTDOOR ED. FIELD TRIP 2018**

- Update family information in HCPSS Connect
- Attend Outdoor Education Parent Information Night on September 26, 2018 (optional)
- Fill out and sign Permission Form for Student Field Trip
 - If you are interested in being a chaperone for the trip, check the box and fill out chaperone information
- Fill out and sign Emergency Procedure/Health Information Form
- Complete HCPSS School Health Services Medication Form/Physician's Order - ***This must be filled out by a physician if prescription or over-the-counter medication is to be taken.*** Parent/Guardian signature is also required.
- Submit all parts of field trip packet to the school by _____.

For Chaperones ONLY:

- Complete all steps of the volunteer training by going to the LEMS website at <http://lems.hcpss.org/> and clicking "Parent Volunteer Information":
 - Step 1: Complete training course
 - Step 2: Print and complete the Parent Volunteer Certification Form
 - Step 3: Bring the form to LEMS to officially register as a volunteer
- Attend mandatory chaperone meeting on October 17, 2018.