

Appendix A to Rule 5101:2-14-14

Written permission when children are transported

Routine Trips

Written permission from the caretaker for routine trips shall include:

- The child's name.
- The destination(s) of the trip(s).
- The signature of the caretaker.
- The date on which the permission was signed.
- A statement notifying caretakers how their child will be transported.

The written permission shall be valid for all routine trips listed on the permission form for one year or until withdrawn by the caretaker.

Field Trips

Written permission from the caretaker shall include:

- The child's name.
- The date of and destination of the trip.
- The time and duration of the trip.
- The signature of the caretaker.
- The date on which the permission was signed.
- A statement notifying caretakers how their child will be transported.

The provider shall secure written permission for each field trip and shall inform the caretaker about each trip in advance.