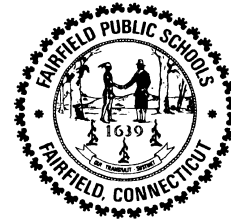


ROGER LUDLOWE MIDDLE SCHOOL

689 Unquowa Road

Fairfield, CT 06824-5010

Phone (203) 255-8345 – Fax (203) 255-8214



Megan Tiley, Principal
Ian Banner, Assistant Principal

Karin Shaughnessy, Assistant Principal
Steve DeAngelo, Dean of Students

September 23, 2013

Dear Parents of Grade Eight Students:

Our trip to Washington, D.C. is scheduled to take place from Wednesday, April 30, 2014, through Friday, May 2, 2014, and will take place as long as a minimum of 250 students sign up.

Once again, we will be utilizing the services of Capital City Student Tours. The cost of this field experience will be \$475.00. Please be aware this cost will be all-inclusive. The price includes hotel, food, bus, touring, and all social events. We are aware of the significant expense involved in sending a child on a multi-day trip. The eighth grade faculty recommends that you encourage your child to look for ways to earn at least some of the money required for this trip. **Any families in need of financial support should contact School Counselor, Karyn McNeil, no later than October 7th. Financial support for the trip will be based on demonstrated need.**

We ask that you observe the following payment schedule:

Monday, October 14, 2013	\$160.00
Monday, November 18, 2013	\$160.00
Monday, February 3, 2014	\$155.00

Please make all checks payable to: **Roger Ludlowe Middle School** and send this payment via your child to your child's homeroom teacher on the dates listed above.

Although the grade eight trip offers your child exceptional educational opportunities as you can undoubtedly imagine, we can only take those students who can demonstrate appropriate and responsible behavior. The responsibility placed upon the chaperones is a tremendous one. They must have 100% cooperation from all students at all times during this field experience. Additionally, the students themselves are also asked to assume a great deal of responsibility for their safety and the success of this trip. At this time all grade eight students are invited to participate. All students must, however, continue to earn this privilege by acting in a responsible and respectful manner to demonstrate their willingness and ability to assume this responsibility and follow all instructions and rules given to them. ***Please be advised that the school reserves the right to remove a student from this trip if there are serious concerns regarding the student's ability to demonstrate responsible and safe behavior on an over night trip.*** Students not participating on this trip for whatever reason are expected to attend school during these three days where a parallel academic program will be provided for them.




Please remember that your child's safety is our number one concern. It is important before signing up for this trip that you spend some time discussing this voluntary trip and your expectations with your child before committing to this financial obligation and fantastic opportunity. If you and your child, after discussing this trip, agree that it will be an exceptional opportunity for your child to travel with other Roger Ludlowe Middle School students and staff to Washington D.C. and surrounding areas, please sign the attached form and send it via your child to your child's homeroom teacher along with the initial \$160.00 deposit by **Monday, October 14, 2013**. If your child will not be participating in the trip, please sign and return the attached form indicating this. **ALL students MUST return the attached form!**

We have scheduled a **mandatory meeting** on **Wednesday, March 12th at 7:00 p.m.** for all parents and their children who will be attending this field trip. Parent chaperones will meet immediately following the general meeting. In the event of an extreme emergency, which will prohibit you from attending the mandatory meeting, a separate conference will be required and will be scheduled with Ms. Fitzpatrick.

Please be aware that there is still room for several parent chaperones to participate on this field experience as well. The cost for parent chaperones is \$250.00. If you are interested in this opportunity or if you would like additional information please contact Kate Fitzpatrick (kfitzpatrick@fairfieldschools.org) or Molly Damico (mdamico@fairfieldschools.org). In the past the number of parents interested in participating as a chaperone normally exceeds the number of parent spaces available. If this is the case again this year, the parent chaperones will be identified through a lottery system. The final day to express your interest in chaperoning this trip to Kate Fitzpatrick is Monday, October 14th.

We look forward to an exciting trip. If you have any questions at anytime pertaining to this trip please do not hesitate to contact any one of us at 255-8345.

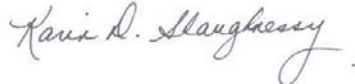
Sincerely,



Megan Tiley
Principal



Ian Banner
Assistant Principal



Karin Shaughnessy
Assistant Principal

Kate Fitzpatrick
Grade 8 Social Studies

WASHINGTON, DC PERMISSION SLIP

Please complete and return this form to your child's homeroom teacher by Monday, October 14, 2013.

_____ I give my permission for my child _____ to participate in the Roger Ludlowe Middle School Grade 8 trip from Wednesday, April 30, 2014, through Friday, May 2, 2014. I have enclosed a check made out to Roger Ludlowe Middle School in the amount of \$160.00 to cover the initial payment and I will send in the remaining balance (\$160.00 by Monday, November 18, 2013 and \$155.00 by Monday, February 3, 2014) to my child's homeroom teacher.

OR

_____ My child _____ will not be participating in the Roger Ludlowe Middle School Grade 8 trip.

Parent Signature

Date

Additional Comments:
