



**Central Region
School Insurance Group**

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HEADS UP - PARENT PERMISSION FORMS

CRSIG has received several requests recently to review permission forms used for excursions, field trips and student self-drivers. In several cases, forms have been sent out via back to school packets that include annual permission forms for parents to sign.

ANNUAL FORMS:

CRSIG strongly recommends that you work with your sites to eliminate the use of one-time permission forms. This is an attempt to streamline the amount of paperwork separate permission forms generate; however, it constitutes an unreasonable assumption that the parent agrees to give the school wide-open permission in the fall for an event/s he/she doesn't know about 1-8 months later. The one-time blanket permission form does not adequately notify a parent of the date, type and location of an event in which their child will participate. In addition, it does not collect the specific permission needed to protect you with Ed Code immunity for the specific event.

SIGNED FORMS:

Verbal permission for a student to attend a field trip in place of a signed form should not be allowed. **CRSIG strongly recommends that you accept no less than a written permission form signed by a parent or guardian for student participation in excursions/field trips and athletic participation.** This is because a verbal conversation with a parent whose child does not have a signed form would not be adequate to protect the district with Ed Code immunity. The parent needs to acknowledge in a reasonable fashion, their understanding of the immunity provisions and agreement to hold the district harmless. A verbal conversation does not meet this standard.

If you have any questions, please do not hesitate to give me a call at 579-7535.